

**Hinsdale School Board Work Session
SAU Conference Room
September 13, 2022
6:00 PM**

Join Zoom Meeting

<https://us06web.zoom.us/j/84595047050?pwd=dFNkUHZNRkhTN2NVNXorWXNlajJXZz09>

Board Members Present: Holly Kennedy, April Anderson, Julia Kilelee

Board Members attending remotely: Sean Leary, Jeana Woodbury

Administration Present: Wayne Woolridge, Superintendent

Administration attending remotely: Sarah Tatro, Human Resources Manager

Also attending remotely: Barrett Christina of the NHSBA; Dr. William Bryan of The Bryan Group; and Michele Munson of The Bryan Group

Minutes Recorded by: Maria Webb, Executive Assistant to the Superintendent

Call to Order:

H. Kennedy called the meeting to order at 6:00 pm.

H. Kennedy reviewed the guidelines for holding the Zoom meeting.

S. Leary attended remotely from his home due to illness. One family member was in the home but not present in the room with him.

J. Woodbury attended remotely from home due to her work schedule and time constraints with no one else present.

H. Kennedy made introductions for the group.

Citizens' Comments:

Opened Citizens' Comments at 6:03 PM. There were no citizens present.

Superintendent Search Discussion with The Bryan Group and the NHSBA:

B. Christina of the NHSBA reviewed the Interim Superintendent search process. He has one potential candidate for the interim position, and has identified others that also may be interested.

B. Christina noted that the interim search process is less formal and rigorous than the full placement process. He will put those candidates in touch with the Board and then the Board can schedule meetings and interviews. W. Bryan noted that he has criteria and competencies to use for an interim search.

There is no charge to HSD for the interim search process, as a NHSBA School Board Member service.

When asked, H. Kennedy noted that W. Woolridge is retiring 12/31/2022.

S. Tatro noted that a fiscal year start could be an advantage.

B. Christina noted that interim candidates are typically retired superintendents who are willing to take a short-term position.

B. Christina noted the fact that this is a part-time position will be a factor for some candidates. Lately, he has seen a larger pool of retired superintendents who may be looking for part-time work than he has normally seen.

Discussed whether the goal would be to get a qualified interim candidate in place by January 1, 2023 and continue the full placement search concurrently. Noted that there may be a larger pool of candidates after the new year.

The interim candidate would go through the full formal process should they become interested in the regular position.

One factor is superintendent contracts.

H. Kennedy asked the Board Members what they felt about the interim search process. The Board Members agreed that it would be beneficial to explore interim candidates.

S. Tatro noted that there are typically recruitment challenges over the holidays from Thanksgiving to the New Year. B. Christina noted that is consistent with what he has seen.

J. Killee noted that her preference would be to hold off on the full placement search until after the New Year. The Board Members agreed that it would be beneficial to begin the full placement search at that time due to the recruiting challenges over the holidays.

B. Christina introduced Dr. W. Bryan, CEO of The Bryan Group. W. Bryan shared that their process is based on competency models and extensive research. The process has been used by Fortune 500 Companies and the U.S. Military.

M. Munson outlined the steps to develop an application process. The Bryan Group uses the guided story-telling process, which is a series of focused questions regarding candidates' experiences and ideas. Past experience is the best predictor of what the candidates will bring to the table. The first couple of meetings may be approximately two hours long to prepare the

application. Goals are to assess competencies, role proficiencies and fit. Noted that this process is designed to eliminate bias. May take five to seven meetings prior to the interviews.

M. Munson and W. Bryan noted that going through the process is a great professional development opportunity for the staff members who participate.

B. Christina noted that there is a significant time commitment for the search committee. It is not unusual to take 20-30 hours of work, including preparation for interviews. It is important to share this with the search committee participants.

H. Kennedy noted that, per our policy, the search committee includes Board Members, Administration, Staff Members and Community Members.

W. Woolridge noted that the search process sounds very definitive and like an important professional development opportunity for the staff involved.

W. Bryan noted that he has never seen the same set of competencies in a search because the culture of each district is unique.

H. Kennedy asked each Board Member if they had any additional questions at this time. The members did not have questions.

B. Christina noted that the NHSBA can run an ad at no cost if we don't have interim candidates by October 1, 2022.

M. Munson asked for a point person from the committee to contact directly.

B. Christina will have a contract to H. Kennedy by the end of the week and will put her in contact with M. Munson to start scheduling meetings. We will contact the committee members to let them know that the process will start within the next two weeks, and to be sure they are available for the time commitment involved.

After the discussion with the NHSBA and The Bryan Group, H. Kennedy asked which Board Members would be available to join the search committee. H. Kennedy and A. Anderson agreed to join the search committee.

H. Kennedy noted that we will contact the search committee to notify the members of the time commitment that is required to prepare before starting meetings with candidates.

Other Business:

There was no other business at this time.

Non-Public Session:

There was no non-public discussion at the meeting.

J. Kilelee MOVED to adjourn the meeting at 6:52 pm. J. Woodbury SECONDED. VOTE: 5-0-0, MOTION PASSED.

I attest that this is a true copy of the minutes:

_____ approved on _____
Maria A. Webb