



LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
BOARD WORK SESSION MEETING MINUTES

October 17, 2017

A. WELCOME

Chairperson Heather Search called the October 17, 2017, Work Session of the Linn Benton Lincoln Education Service District Board of Directors to order at 4:07 p.m.

Present:

Board Members: David Dunsdon, Frank Bricker, David Dowrie, Roger Irvin and Heather Search; Consultants: Hank Harris, Hazard, Young, Attea & Associates (HYA); and Lorraine Garcy, Hazard, Young, Attea & Associates (HYA); Staff: Mary McKay, Superintendent; Don Dorman, Assistant Superintendent; Jackie Olsen, Chief Financial Officer (CFO) and Vicki Harlos, Chief Human Resources Officer (CHRO); and Karen Chandler, executive assistant.

Guests:

There were no guests.

Absent:

Jan Doerfler

**B. SUPERINTENDENT
SEARCH**

Hank Harris, Associate with Hazard, Young, Attea & Associates (HYA) presented a planning agenda to the Board for the Superintendent Search. The following items were discussed:

- Review Confidentiality and Community Engagement Options. Mr. Harris reviewed the confidentiality options for the Board.
- Focus Groups. Mr. Harris discussed the process of contacting stakeholders and gathering input during the search process.
- Confirm Search Calendar. Mr. Harris discussed a proposed calendar with dates and timelines.
- Online Survey. The Board discussed the available options of groups to participate in an online survey.
- Maximum number of candidates on the semi-finalist slate. Discussion was held regarding the number of candidates the Board will interview.
- Candidate Expense Guidelines. Discussion was held regarding expenses and policy.



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- Communication Norms/Board Liaison. The Board selected Vicki Harlos as the liaison for communications.
- Scheduling interviews with Board Members. Mr. Harris will be scheduling individual interviews with Board Members.
- Advertisement. Discussion was held on how to advertise the position.
- Salary and fringe benefit range for new Superintendent. Mr. Harris requested the Board review salary information for discussion at the next Board Meeting.
- Residency Expectation. Discussion was held regarding the radius of residency of the new Superintendent.
- Background Checks. Mr. Harris reviewed how HYA will conduct background checks of applicants.
- Transition Services. Mr. Harris provided a handout of HYA services that are available after the Superintendent has been selected.

C. ADJOURN

Chairperson Search adjourned the Work Session at 5:58 p.m.



Heather Search, Chairperson

Mary McKay, Superintendent

Recorded by Karen Chandler