

**UNIFIED SCHOOL DISTRICT NO. 113**  
**Board of Education Office**  
**1619 S. Old Highway 75**  
**Sabetha, KS 66534**

**AGENDA SPECIAL MEETING, Thursday, January 12, 2012.**

President Roger Brockhoff called the meeting to order at 6:03 PM. Roger Brockhoff, Brent Lortscher, Tim Aberle, Cheryl Wenger, Julia Alfes, Mary Jane Ronnebaum and Ed Reznicek were present; also present was Board Clerk, Dr. Volora Hanzlicek and others who are listed on the attached sheet that becomes a part of these minutes.

Doug Moeckel from KASB told the board that he had conducted thirteen interviews/sessions with the district staff, community, administration and students in the past two days. He stated that each group was asked four questions. He then highlighted the interview comments for the board.

Four questions:

1. What are the three most critical qualities or skills that you would like to see in the new superintendent?
2. In your opinion what are two or three strengths of the district that need to be maintained?
3. What are the critical needs of the district that will need to be addressed by the new superintendent?
4. Tell me in one word what will separate the good candidates from others?

The board members then had an opportunity to answer each of the four questions and provide feedback.

Moeckel said the next step would be for him to type up the results of the interviews and email them to the district. This information will become the criteria that the committee will use to screen candidates. The committee members will meet on Feb. 2 and 3 to determine which applications meet the criteria set forth by the district interviews. The board asked that the screening committee bring back 5 candidates. The name of the candidates that were chosen will be presented to the board on Feb. 3. The board may choose any/some/or all of these. The board also has the option to look at all applications and interview any that KASB did not screen as meeting the criteria.

Members of the board then questioned Doug Moeckel about the interview questions/process, screening process, and candidate finalist.

Board members will choose interview questions and email Dr. Hanzlicek the questions by Feb.

1. She will put together a list of questions with scoring criteria for members to use when interviewing. The board tentatively set interviews for the week of Feb. 6<sup>th</sup>.

A motion was made by Julia Alfes and 2<sup>nd</sup> by Cheryl Wenger to set a board meeting at the Board of Education Office on Feb. 3, at 5:30 PM to hear the results from the screening committee and set interview items. Motion carried 7-0.

At 7:43 PM a motion was made by Brent Lortscher and 2<sup>nd</sup> by Ed Reznicek to adjourn. Motion carried 7-0.

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Board President

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Board Clerk

Unofficial