

COQUILLE SCHOOL DISTRICT 8
Thursday, November 4, 2021
Minutes Special Board Meeting/Virtual

ORDER

Heather Echavarria called the meeting to order at 5:29 p.m. Board members present were Roy Wright, Cliff Wheeler, Julie Nighswonger, and Melinda Millet. Board member Steve Britton was absent. Others present were Special Programs Director Wayne Gallagher, Business Manager Teri Pointer and Board Secretary Stephanie Donaldson. Superintendent Sweeney was absent. A list of people in attendance is included as part of the minutes.

MEETING BUSINESS

- ✓ Cliff Wheeler made a motion to approve the agenda. Roy Wright seconded the motion; it passed unanimously.
- ✓ Cliff Wheeler made a motion to approve the minutes from the Special Board Meeting, October 14, 2021, Emergency Board Meeting, September 16, 2021 and the Board Work Session & Emergency Board Meeting on September 30, 2021. Julie Nighswonger seconded the motion; it passed unanimously.

FUTURE MEETINGS

The meetings and times listed in this section reflect previously scheduled meetings as well as those scheduled as part of the superintendent search process discussion and board position #7 discussion below. There will be a Special Board Meeting on December 1, 2021 at 5:30 p.m. and a Regular Board Meeting on December 8, 2021 at 6:00 p.m. with the format (online, in-person, or hybrid to be determined). There will be a Special Board Meeting on January 19, 2022 at 5:30 p.m. and on February 1, 2022 also at 5:30 p.m. The February Regular Board Meeting will take place on February 9, 2022 at 6:00 p.m.

DISCUSSION/ACTION – SUPERINTENDENT SEARCH PROCESS

Cliff Wheeler made a motion to declare the superintendent position vacant as of July 1, 2022 and to approve the superintendent search process calendar. Julie Nighswonger seconded the motion; it passed unanimously.

Public comment on desired Qualities & Qualifications of superintendent position; there was no public comment.

OSBA's Executive Search & Events Specialist, Sarah Herb, shared the top superintendent Qualities & Qualifications survey results, and facilitated a discussion with the School Board regarding the results.

Roy Wright made a motion to adopt the Qualities & Qualifications of the superintendent position. Julie Nighswonger seconded the motion; it passed unanimously.

Sarah Herb then facilitated a discussion with the School Board regarding the screening committee process, how to identify potential screening committee members and confirmed start

times and locations of screening training and ranking debrief meetings. She also provided guidance as to which meeting can be combined with regular board meetings or should be separated off as a special board meeting.

Additionally, Sarah facilitated the School Board discussion regarding the superintendent position salary range.

DISCUSSION/ACTION – BOARD POSITION 7, VACANCY

The School Board discussed the potential PSA/Ad wording, as well as letter of interest deadline and requirements. Additionally, the Board discussed potential interview questions and scheduled a special board meeting on December 1, 2021 at 5:30 p.m. for interviews and to appoint a candidate to board position 7.

Melinda Millet made a motion to approve the interview questions for school board candidates. Julie Nighswonger seconded the motion; it passed unanimously.

CONSENT AGENDA

Roy Wright made a motion to approve the following:

- Surplus – 1991 Frejoth milling machine

Julie Nighswonger seconded the motion; it passed unanimously.

ADJOURNMENT

Heather Echavarria adjourned the meeting at 6:52 p.m.

Approved