

BOARD OF EDUCATION DOCUMENT 16

The Board of Trustees of the Breckenridge Independent School District met in special session on Monday, May 18, 2009, 5:30 p.m., in the Board Room of the School Administration Building, 212 North Miller, Breckenridge, Texas.

The following Trustees were in attendance: Weldon Edwards, Sandy Morris, Julie Erb, Bryan Woodward, Koby Killion, Skip Griffith, and Todd Pennartz. All board members were present.

Mr. Edwards called the meeting to order and established a quorum.

Meet with Board to  
Complete Superintendent  
Profile

Mr. Bob Griggs, consultant, from Bob Griggs & Associates met with board members and discussed dates and availability of board members for scheduling all necessary board meetings to complete hiring process of new superintendent. Mr. Griggs informed board members that Friday, May 22, 2009, has been set as the closing date for accepting applications for the superintendent position. Interviews will be conducted by Bob Griggs and Associates on May 25<sup>th</sup> and May 26<sup>th</sup> to select candidates for the position.

After discussing available dates and times with board members, the following schedule was agreed upon:

- |                |  |
|----------------|--|
| June 4, 2009   | Board Meeting – 12:00 P.M.   |
| June 4-6, 2009 | Board Interview Candidates<br>June 4 – 6:00 P.M.<br>June 5 – 9:00 A.M. & 2:00 P.M.<br>June 6 – 9:00 A.M. & 2:00 P.M. |
| June 9, 2009   | Board visits candidate’s school district   |
| June 11, 2009  | Board Meeting – 5:30 P.M.  |
| July 2, 2009   | Board Meeting – 6:00 P.M.  |

Page 59  
Breckenridge Public Schools  
Breckenridge, TX 76424  
May 18, 2009

At the board meeting scheduled for June 4<sup>th</sup>, candidates will be presented to the board and the board will be provided with a set of sample questions for consideration. These questions will be mailed to each board member by May 29<sup>th</sup>. The board will also receive a thorough briefing regarding the interviewing of the candidates at this June 4<sup>th</sup> meeting.

Three board members will visit the final candidate's district on June 9<sup>th</sup>, and on June 11<sup>th</sup>, a special board meeting will be held to debrief other members on the visitation to the candidate's district and vote on a lone finalist. Ms. Erb was the only board member that will not be able to attend this meeting.

On July 2<sup>nd</sup>, the board will hold a meeting to approve the new superintendent's contract. This meeting will be at 6:00 P.M.

The three new board members left personal information with Mr. Griggs and were advised that the superintendent profile was a confidential document. Mr. Griggs also advised board members that Louise Funk, his assistant, will be sending emails during the hiring process. He encouraged new members to email suggestions or questions to him. The document deadline is Monday, May 25<sup>th</sup>.

Mr. Griggs stated that he will be a resource to the board after the superintendent is hired. In answer to the question, "Do superintendent's have a following and can they bring others with them?" Mr. Griggs stated that "Yes they can." He also told the board that candidates they will meet have given a guarantee that they will accept the job if offered. Candidates have an opportunity to withdraw after interviews with the board.

Mr. Killion advised Mr. Griggs that South Elementary and Junior High teachers want to be a part of the hiring process for new principal positions. Mr. Killion and Mr. Griffith both interjected they thought it best to wait to hire these new positions until after June 11<sup>th</sup> when the superintendent has been hired.

Page 60  
Breckenridge Public Schools  
Breckenridge, TX 76424  
May 18, 2009

Adjournment

Mr. Edwards adjourned the meeting at 6:21 P.M.

---

**Weldon Edwards, Board President**

---

**Date**

---

**Julie Erb, Board Secretary**