

SPECIAL CALL BOARD MEETING  
SUPERINTENDENT SEARCH CONSULTANTS  
OCTOBER 25, 2004

The Board of Directors of the Davenport Community School District in the Counties of Scott and Muscatine, State of Iowa, met for a Special Call Meeting with consultants from the superintendent search team on Monday, October 25, 2004, pursuant to law and the rules of said Board. The Board met in open session in Conference Room B, lower level, at the Davenport Schools Administration Service Center, 1606 Brady Street, Davenport, Iowa, in said district. President Zamora called the meeting to order at 5:45 PM.

On roll call the following board members were present: President Zamora; Directors Richard Clewell, Nikki DeFauw, Alan Guard, Ralph Johanson, Larry Roberson, and Timothy Tupper. Dr. Steve Williams and Dr. Leslie Huth represented the firm of McPherson and Jacobsen. Interim Superintendent Dr. Norbert Schuerman also attended the meeting that was called to cover areas related to the search for the superintendent.

PROCESS

The Board had an opportunity to talk about the criteria sheets and recommendations that were made by Director DeFauw for changes in the language. They liked the bulleted format and thought the changes brought forward important areas of concern. Board members talked about communication skills and they wanted “be a good listener” added in this bulleted area. They talked about the importance of being an effective communicator. There were comments about the superintendent being able to evaluate and train administrators. They wanted the wording to include the superintendent should “be committed to provide leadership opportunities, evaluation, and training for administrators.” After several ideas were presented there was consensus on the wording. Dr. Schuerman said the priority should be to hold the superintendent accountable for the job description.

SALARY

Dr. Williams and the Board talked about data relating to salary offerings. He had a comparison chart from IASB showing salary ranges and benefits being offered in Iowa and surrounding areas. Board members shared thoughts and opinions on the subject of salary and benefit packages to be offered. After discussion, the consensus was to offer a salary of \$150,000 plus a competitive benefit package. Dr. Schuerman shared thoughts on what would attract a person from another district to come here to meet the challenges of a larger district. He talked about attracting a top-notch superintendent for our district. Several of the board members hoped with this type of packet we will have at least 40 candidates applying for the position. Each board member had an opportunity to talk about their ideas and there was consensus on listing a salary with the competitive benefit package.

### COMMUNITY INTERVIEW GROUPS

Dr. Williams mentioned materials previously given to board members regarding community input. He passed out a handout on interview questions that were used previously. The board members will need to finalize their interview questions and get any additional ideas to Linda by November 6. The Board talked about whether to have the same type of groups for interview sessions and they need to let the Board Secretary know who should be in these groups. If the Board wants half-day sessions, that can be arranged so the candidate could start around noon, visit some buildings, interview with two groups, and then meet the board members for a finish up meeting on the first day. The candidate could then meet with another group on the following morning. It was suggested we combine some groups together instead of having six sessions. The Board would prefer to have three combined groups meet for 90 minute sessions and then they could look over the feedback from the groups showing the strengths and weakness. There was discussion about the process to be used, perspectives, and combining groups for sessions. It was important to the Board this is an open process and the community has input.

Dr. Huth said the previous candidates commented the schedule from the last interviews was very demanding but complete. When the candidate is required to be in a district for multiple days to interview, the logistics can be more difficult. Dr. Schuerman talked about the importance for the candidate to have ample time to get to know board members. The schedule should allow prime time with the Board to interview so they can get to know the candidate well. You should make sure everyone has a chance to ask questions, but also leave time for the candidate to ask questions of the Board. There was an opportunity for additional dialog and board members shared thoughts about the interview process. Director Roberson felt it was important for the candidate to be a good fit for the district and the Board interviews correctly. Details of the schedule will be handled closer to the time of the interviews.

### ADJOURNMENT

President Zamora adjourned the meeting at 6:55 PM.

---

Linda Smith Kortemeyer, Board Secretary