



## Clarkdale-Jerome School District #3

1615 Main Street

Clarkdale, Arizona 86324

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“Every Student, Every Day, Preparing for Tomorrow”

### NOTICE OF PUBLIC MEETING OF THE GOVERNING BOARD OF CLARKDALE-JEROME ELEMENTARY SCHOOL DISTRICT #3

Notice is hereby given that the Governing Board of the Clarkdale-Jerome Elementary School District #3 will convene during a special meeting open to the public on Tuesday, March 28, 2023 at 6:00 pm in the School Library, located at 1615 Main Street, Clarkdale, AZ 86324.

**Topic: CJSD Governing Board Special Meeting**

**Time: Mar 28, 2023 06:00 PM Arizona**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81552051852?pwd=K24wVGR1RnFhM1A5RVc0dFZYSDZKdz09>

**Meeting ID: 815 5205 1852**

**Passcode: 123456**

**One tap mobile**

**+12532050468,,81552051852#,,, \*123456# US**

**+12532158782,,81552051852#,,, \*123456# US (Tacoma)**

### SPECIAL MEETING AGENDA

#### **I. Call to Order**

The special meeting was called to order at 6:00 p.m. Present: Angie Smith, President; Janet Regner, Clerk; Denise Kennedy, Member; Tom Stewart, Member; Mike Sullivan, Member; Danny Brown, Superintendent; Madisen Westcott, Principal; Kristy Aston, Business Manager; Lynda Chavez; Kristina Wilcoxon; Kindal Matson; Tracey Benson, ASBA.

#### **II. Adoption of the Agenda**

A motion was made by Janet Regner and seconded by Denise Kennedy to adopt the agenda. Motion carried. 5-0. Angie Smith, Janet Regner, Denise Kennedy, Tom Stewart and Mike Sullivan voted in favor.

#### **III. Discussion of Superintendent Employment**

“Possible executive pursuant to A.R.S 38-431.03 A (1)—personnel—discussion of Superintendent’s employment.”

**A motion was made by Janet Regner and seconded by Mike Sullivan to enter into Executive Session to discuss the Superintendent’s employment. Motion carried. 5-0. Angie Smith, Janet Regner, Denise Kennedy, Tom Stewart and Mike Sullivan voted in favor.**

**The Governing Board exited Executive Session and entered back into the Special Meeting.**

- IV. Discussion/possible approval to accept letter of resignation from Danny Brown, Superintendent**  
**A motion was made by Janet Regner and seconded by Angie Smith to accept the resignation of Superintendent Danny Brown. Motion carried. 5-0. Angie Smith, Janet Regner, Denise Kennedy, Tom Stewart and Mike Sullivan voted in favor.**

**The Governing Board heard Public Comments at this time.**

**Parent, Kindal Matson, addressed the Board. Mrs. Matson stated that the Governing Board is tasked with making a huge and impactful decision in a very short timeframe. She would like the Board to consider a candidate’s lack of experience and age while making this decision and she gave examples of both. She asked that the Board consider their time, money and effort into considering Mrs. Madisen Westcott for the position if she would like to take this responsibility. Mrs. Westcott knows the job and has established relationships with the teachers and students. Mrs. Matson asked the Board to use the funds from the candidate search to train Mrs. Westcott and give her the resources and tools she needs to be successful. She also asked the Governing Board to engage in CJS on a regular basis by spending time in the classrooms, playground and lunchroom. She would like the Board to ask questions while on campus and get an idea of how things are going. What staff and student moral is like? What do students think of CJS? What could be better? She also asked that the Governing Board engage with parents and seek their input. She urged them to talk, listen and make decisions based on the teacher’s experiences, ideas and needs. She stressed that the Board needs to have teacher input while making the decision of a new Superintendent. She also urged the Board to have professionals who are invested in the students social and emotional wellbeing.**

**Kindergarten teacher and parent, Kristina Wilcoxon, spoke next. Mrs. Wilcoxon sends her children to CJS because of the community. She states our school is a gem which can not be found anywhere else. CJS is special and is made up of special students and staff members. She asked the Governing Board to choose a Superintendent that fits this school. She knows our school is small, but it will grow and we need a Superintendent that can grow with it correctly. Our teacher and student make up here is unique. She asked the Governing Board to come to CJS and meet the staff and students and see just how much of a family we are.**

**5<sup>th</sup> grade teacher, Lynda Chavez, spoke next. Mrs. Chavez has taught at CJS for 37 years. She and her family share a love for this community and school. It is very special to her. Historically, CJS has always included the community and staff in the decision making process as far as bringing in a Superintendent. Mr. Brown will be the 6<sup>th</sup> different Superintendent she has had while working here. She thinks it is very important that the Governing Board looks at and listens to the voices of our community members and teachers and make decisions based on what is needed in our community because the community has a strong love for the school. Like Mrs. Wilcoxon, Mrs.**

Chavez stated that CJS is unique and not like any other district. She would like the Board to consider these concerns while making their decision.

**V. Presentation from AZ School Boards Association for Superintendent Search**

Tracey Benson, ASBA, gave an overview of the ASBA Executive Search Program. ASBA works with and guides school board members through the process of hiring Chief Executives. She spoke about the seven (7) Phases of the Search and Selection timeline. She also informed the Governing Board of their option to hold a Community Forum and/or distribute a Leadership Quality Survey to gather input from community members.

Janet Regner stated she liked how community participation is integrated into the plan but asked how it would happen and how our timeline would go. Ms. Benson stated that the application window would be twenty-three (23) days. There would be seven (7) days for screening candidates followed by the initial interview and seven (7) days later the finalist interviews will be conducted. Janet Regner asked how out of the area or state candidates are interviewed. Ms. Benson stated they are able to do it by Zoom if needed. Mrs. Regner then asked when would be the time to hold the Community Forum. Ms. Benson stated that if the Governing Board chooses that option that it is held during the application collection phase. Tom Stewart asked if ASBA has had success in the past with this short of a timeline. Ms. Benson stated that they have. Mike Sullivan asked if we really need a nation-wide search. Ms. Benson stated the ASBA network is nation-wide. Janet Regner asked if recruitments are different for rural versus urban areas. Ms. Benson stated they call in different networks of people depending on the area. Angie Smith asked if ASBA sees many local candidates in rural areas. Ms. Benson stated that it depends. Janet Regner asked what it depends on and what are candidates look for. Ms. Benson stated that candidates look for a Governing Board that is cohesive.

At this time, Mike Sullivan made a motion stating the Governing Board should not make any decisions tonight until further internal discussions have taken place. Tom Stewart seconded this motion. Governing Board discussion followed. Denise Kennedy acknowledges it is short notice but feels they need to start the process soon, stating that they do not have to accept the candidates from the ASBA search if we were to contract with them. Tom Stewart feels it is extremely important that the faculty and staff be included in the decision. He would like to do a Work Study session very soon to come up with criteria for the next Superintendent. Denise Kennedy states time is of the essence and she doesn't have the time or expertise to go through all of the steps this is going to take. Angie Smith stated that we currently do not have a process in place, so having the structure on how they are to go about obtaining a Superintendent is important and that we need a timeline now. Tom Stewart stated he is not trying to drag this out and the Board shouldn't be forced into making a decision tonight. He repeated that the Governing Board hold a Work Study Session next week to decide what they really want along with input from the teachers and staff. It would also allow him to get to know the staff. Janet Regner feels they have a skeleton outline and timeline from ASBA before them. She does not agree that the Board needs to slow down and by utilizing some or all of the ASBA timeline, the Board will have the guidance they need to proceed. Mike Sullivan asked Tracey Benson the difference between ASBA and the Arizona Coalition. She did not know. Motion failed. 2-3. Tom Stewart and Mike Sullivan voted in favor. Angie Smith, Janet Regner and Denise Kennedy voted against.

**VI. Discussion and possible approval of the proposed search agreement including timeline**

A motion was made by Mike Sullivan and seconded by Tom Stewart to Table this item. Discussion followed. Janet Regner stated she is confused and the Board needs to make a decision. She states the Board can move forward with this item and still hold a Work Study Session. She feels the Board needs to engage with a party to help with the process because of the short timeframe. Mike Sullivan stated he is not comfortable contracting with ASBA at this time. Janet Regner asked who will help us then? Tom Stewart would like to look at other search options and to table this item. Motion failed. 2-3. Tom Stewart and Mike Sullivan voted in favor. Angie Smith, Janet Regner and Denise Kennedy voted against.

A motion was made by Denise Kennedy and seconded by Janet Regner to approve the proposed search agreement including timeline as presented. Angie Smith asked for discussion. None followed. Motion carried. 3-2. Angie Smith, Janet Regner and Denise Kennedy voted in favor. Tom Stewart and Mike Sullivan voted against.

**VII. Discussion and possible approval of utilizing ASBA's Leadership Qualities survey as part of the search process.**

Tracey Benson reviewed the Leadership Qualities Survey with the Board. She stated the timeframe for the survey is during the Application Submission Phase and they use SurveyMonkey to tabulate the results. Janet Regner asked how the information is shared. Ms. Benson stated ASBA will present the information to the Board in an Executive Session. Janet Regner asked if this information can be shared with the community. Ms. Benson stated the Board may share it any way they would like. A motion was made by Janet Regner and seconded by Denise Kennedy to approve utilizing ASBA's Leadership Qualities survey as part of the search process. Motion carried. 4-1. Angie Smith, Janet Regner, Denise Kennedy and Tom Stewart voted in favor. Mike Sullivan voted against.

**VIII. Discussion and possible approval of elements of superintendent position posting**

Tracey Benson reviewed and presented a Draft of the elements of posting the Superintendent position. This includes information about our community, our Vision, our Mission, our district, our students, District Operational information, our Governing Board and specifics of the position itself along with the Search Timeline. A motion was made by Denise Kennedy and seconded by Janet Regner to table this item pending further review. Motion carried. 5-0. Angie Smith, Janet Regner, Denise Kennedy, Tom Stewart and Mike Sullivan voted in favor.

**IX. Discussion and possible approval of additional narrative questions for superintendent Application**

Tracey Benson reviewed the additional narrative questions that may be included on the Superintendent application. The Board may include three (3) additional custom questions of their choosing. Janet Regner asked if these could be incorporated into the interview questions. A motion was made by Janet Regner and seconded by Tom Stewart to table this item until further discussion takes place. Motion carried. 5-0. Angie Smith, Janet Regner, Denise Kennedy, Tom Stewart and Mike Sullivan voted in favor.

**X. Announcements/Future Board Topics**

**Work Study Session will be held on April 4, 2023 at 5:00 p.m. with a Special Board Meeting following at 6:15 p.m. Items to be discussed are position posting, additional Narrative Questions, details of the process and information of interview process from the last Superintendent search.**

**XI. Adjournment**

**A motion was made by Janet Regner and seconded by Mike Sullivan to adjourn the special meeting. Motion carried. 5-0. Angie Smith, Janet Regner, Denise Kennedy, Tom Stewart and Mike Sullivan voted in favor.**

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