

Willow Springs School District 108
Board of Education Special Meeting Minutes
May 5, 2021

President Weeg called the special meeting to discuss the process and logistics for searching an interim superintendent to order at 10:04am.

Present were Board members: Weeg, Bohac, Anderson, Hawkins, Mierop, Nunez, Ristic. Also present was Superintendent Patrick.

Motion 21-148. Hawkins moved, Bohac seconded to approve the Superintendent's agenda.

Ayes: Weeg, Bohac, Anderson, Hawkins, Mierop, Nunez, Ristic.

Nays: None.

The superintendent outlined what the Board needed to consider:

- Preference of 1 full-time or 2 part-time interims
- How will the interview process work and the logistics of setting the interviews up
- Reference checks
- Determining interview dates
- Determining a date to evaluate the interviews and make a selection
- Salary and (benefits?)
- Who will negotiate with the candidate?
- Contract review with the District's attorney

Mr. Nunez asked if benefits were required. President Weeg replied no if the candidate is a retired individual but more than likely yes if a candidate is not yet retired.

Ms. Anderson inquired if it can be 1 part-time person at 2-3 times per week. Ms. Bohac responded that she felt that the job required someone for 5 days per week due to the lack of central office staff. The superintendent wears many hats and doesn't have staff to delegate those duties to. President Weeg responded that she didn't feel any candidate would want agree to the job with a 2-3 day/week superintendent.

There was consensus among the members that there was need for 5 days of service. Discussion followed that if it were a retired superintendent limited to 120 days of employment, would they share weeks or halve the school year. Preference was expressed for sharing the school year, however, the superintendent added that many teams are able to share the week.

If the year was shared, would the Board need to hire the second person now? The common thinking was that yes, so that all of the pieces were in place and the District had someone the Board liked for the second half of the school year.

President Weeg reminded the Board that they needed to accomplish determining who to interview, when to interview them, what questions to ask.

Motion 21-149 Ristic moved, Hawkins seconded to go into Closed Session at 10:35am to discuss personnel matters regarding the qualifications of the potential interim superintendent candidates provided by the Illinois Association of School Boards.

Ayes: Weeg, Bohac, Anderson, Hawkins, Mierop, Nunez, Ristic.
Nays: None.

Motion 21-150 Hawkins moved, Weeg seconded, to return to Open Session at 11:07am.

Ayes: Weeg, Bohac, Anderson, Hawkins, Mierop, Nunez, Ristic.
Nays: None.

The Board determined that it would interview 2 candidates at this time. President Weeg will reach out to the Illinois Association of School Boards to request more candidates. Ms. Hawkins also reminded the Board that if anyone knew of anyone who might be a suitable interim superintendent to reach out to them and pass their information along to the Board.

Motion 21-151 Hawkins moved, Bohac seconded, that there be a special meeting on May 19, 2021 at 10am and a special meeting on May 20, 2021 at 2pm for the purpose of interviewing potential interim superintendents.

Ayes: Weeg, Bohac, Anderson, Hawkins, Mierop, Nunez, Ristic.
Nays: None.

President Weeg drew attention to the 5 pages of potential interview questions provided by the Illinois Association of School Boards. The superintendent shared that in his opinion, this number of questions would take at least 90 minutes to work through in an interview. The Board determined by consensus that each member would choose and ask 2 questions to each of the candidates. The questions selections were made and the superintendent will compile the questions for the Board's use.

The Board discussed salary guidance. It determined that President Weeg would reach out to the Illinois Association of School Boards for more guidance.

With the work of the Board completed,

Motion 21-152 Weeg moved, Bohac seconded that the meeting be adjourned at 11:37am.

Ayes: Weeg, Bohac, Anderson, Hawkins, Mierop, Nunez, Ristic.

Nays: None.

At 11:37am, President Weeg adjourned the meeting.



President



Secretary