

**LAUREL-CONCORD-COLERIDGE SCHOOL DISTRICT #54**  
**BOARD OF EDUCATION**  
**Special Board Meeting (MS)**  
**Monday, February 12, 2018**  
**Boardroom @ LCC School, Coleridge, NE**

**Attendance taken at 2:05 p.m.**

Robert Colwell: Present  
Carol Erwin: Present  
Jay Hall: Absent  
Betty Jo Leapley: Present  
Samuel Recob: Present  
Steve Schutte: Present  
Tyler Specht: Present  
Dustin Thompson: Present  
John Wolfgram: Present  
Present: 8, Absent: 1.

**I. CALL MEETING TO ORDER**

President Schutte called the special meeting to order at 2:05 p.m. in the boardroom at Laurel-Concord-Coleridge School, Coleridge, Nebraska. The meeting notice was published in the February 7, 2018 issue of the Coleridge Blade and the Laurel Advocate, posted at the LCC Elementary/High School-Laurel and LCC Middle School-Coleridge, and posted on the school web site. Said notice stated the purpose of the meeting is to discuss and plan for the Superintendent search with Nebraska Rural Community Schools Association (NRCSA) consultants. The meeting was open to the public. An agenda for such meeting, kept continuously current, is available at the Office of the Superintendent. Board members were emailed notice. In addition to board members the following were present: NRCSA consultants Alan Harms and Jim Havelka. Attention was directed to a current copy of the Nebraska Open Meeting Act posted in the room.

**II. APPROVAL OF AGENDA AND CHANGES TO AGENDA**

Motion to approve the agenda as provided passed with a motion by Betty Jo Leapley and a second by John Wolfgram.  
Jay Hall: Absent, Robert Colwell: Yea, Carol Erwin: Yea, Betty Jo Leapley: Yea, Samuel Recob: Yea, Steve Schutte: Yea, Tyler Specht: Yea, Dustin Thompson: Yea, John Wolfgram: Yea  
Yea: 8, Nay: 0, Absent: 1

### **III. DISCUSSION ITEMS**

NRCSA consultants Alan Harms and Jim Havelka worked with the Board through the discussion items.

#### **III.1. Discussion to confirm search timeline.**

February 12: Profile/planning meetings held with the Board (2:00 p.m.), Faculty/Staff Committee (4:00 p.m.), and Community Committee (5:00 p.m.).

February 26: Application deadline.

March 4: Finalist selection and pre-interview meeting with Board (5:00).

March 5: Finalist selection and pre-interview meeting with Faculty/Staff Committee (4:00 p.m.), Community Committee (5:30 p.m.) (times are subject to change if needed).

March 12 and 13: Finalist interviews (times to be determined).

March 19: Board selects new Superintendent; contract issued.

#### **III.2. Discuss interview format.**

The interview format was reviewed and discussed.

#### **III.3. Discuss hosting duties checklist.**

The hosting duties checklist was reviewed with suggestions made. President Schutte will work with the administration to be sure all items/areas are covered.

#### **III.4. Discuss the analysis of contract language.**

The current superintendent contract has been reviewed by the consultants. They pointed out some areas and wording that may need changed. President Schutte appointed Sam Recob (Finance Committee) and Carol Erwin (Negotiations Committee) to work with the school attorney on the contract.

#### **III.5. Discussion of profile.**

The consultants worked with board members to identify the greatest strengths or positive qualities of our district; critical issues our district faces in the next three to five years; and the most important qualities, characteristics, or skills we would want in our next Superintendent.

#### **III.6. Discussion of salary comparison.**

The consultants provided a salary/benefit comparison of Superintendents in our area. President Schutte assigned the Finance Committee to review the information.

### **III.7. Discuss preview of Monday, March 5, finalist selection/pre-interview meetings.**

It was decided the Board would meet on Sunday, March 4 at 5:00 p.m. The Faculty/Staff Committee, and the Community Committee will meet on Monday, March 5.

### **III.8. Discussion of open session requirements for finalist selection, interviews and Superintendent selection.**

The consultants went over which meetings needed to be held in public session and which could be held in closed session during the search process, pre-interview meetings, and interviews. The Faculty/Staff Committee interviews and the Community Committee interviews with the candidates will be closed meetings. The Board will conduct interviews in open sessions. The Board may move to closed session with an individual candidate to discuss part of their application. The Board may not move to closed session with a group of candidates.

## **IV. ADJOURN**

Meeting adjourned at 3:54 p.m.

Cedar County School District #54

Submitted by:

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Betty Jo Leapley  
Secretary of the Board