

**LAUREL-CONCORD-COLERIDGE SCHOOL DISTRICT #54**  
**BOARD OF EDUCATION**  
**Special Board Meeting (HS)**  
**Sunday, March 4, 2018**  
**Boardroom @ LCC School, Laurel, NE**

**Attendance taken at 5:00 p.m.**

Robert Colwell: Present  
Carol Erwin: Present  
Jay Hall: Present  
Betty Jo Leapley: Present  
Samuel Recob: Present  
Steve Schutte: Present  
Tyler Specht: Present  
Dustin Thompson: Present  
John Wolfgram: Present  
Present: 9, Absent: 0.

**A. Convene in Public Session**

President Schutte called the special meeting to order at 5:00 p.m. in the high school boardroom at Laurel-Concord-Coleridge School, Laurel, Nebraska. The meeting notice was published in the February 28, 2018 issue of the Laurel Advocate, posted at the LCC Elementary/High School-Laurel, LCC Middle School-Coleridge, the Security Bank Lobbies-Laurel and Coleridge, Citizens State Bank-Laurel, the United States Post Office Lobbies-Laurel and Coleridge, and posted on the school web site. Said notice stated the purpose of the meeting is to select finalists and pre-interview discussion with Nebraska Rural Community Schools Association (NRCSA) in regard to superintendent search. The meeting was open to the public. An agenda for such meetings, 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, Middle School Principal Jay Vance, and Elementary Principal Paige Parsons. Everyone joined in the pledge of allegiance to the Flag of the United States of America. Attention was directed to a current copy of the Nebraska Open Meeting Act posted in the room.

President Schutte announced: "The Board may need to take action to enter Executive Session to prevent possible needless injury to the reputation of the applicants, and other reasons allowed by law." He stated there would be no opportunity for public comment at this meeting.

Motion to approve the agenda as provided passed with a motion by Carol Erwin and a second by Samuel Recob.

Robert Colwell: Yea, Carol Erwin: Yea, Jay Hall: Yea, Betty Jo Leapley: Yea, Samuel Recob: Yea, Steve Schutte: Yea, Tyler Specht: Yea, Dustin Thompson: Yea, John Wolfgram: Yea  
Yea: 9, Nay: 0.

## **B. Finalist Selection**

### **B.1. Board review of applicant packets**

Mr. Harms and Mr. Havelka distributed applicant packets to board members for review. A sandwich bar was available for everyone to eat while they reviewed the applications.

### **B.2. Consultant recommendations**

Motion to move into executive session for the protection of an individual while discussing the consultant recommendations passed with a motion by Betty Jo Leapley and a second by John Wolfgram.

Robert Colwell: Yea, Carol Erwin: Yea, Jay Hall: Yea, Betty Jo Leapley: Yea, Samuel Recob: Yea, Steve Schutte: Yea, Tyler Specht: Yea, Dustin Thompson: Yea, John Wolfgram: Yea  
Yea: 9, Nay: 0.

President Schutte stated the board would enter executive session for the protection of an individual while discussing the consultant recommendations. Executive session began at 7:42 p.m. The Board reconvened in public session at 8:05 p.m.

### **B.3. Selection of finalists to interview**

Each board member was asked to write down their top 4 applicants. There was a brief recess from 8:09 p.m. to 8:14 p.m. while Mr. Harms and Mr. Havelka tallied those submissions.

Motion to accept applicants Jeremy Christiansen, Michael Halley, Brad Hoelsing, and Kyle Finke to interview and selected one designated alternate passed with a motion by Samuel Recob and a second by Jay Hall.

Robert Colwell: Yea, Carol Erwin: Yea, Jay Hall: Yea, Betty Jo Leapley: Yea, Samuel Recob: Yea, Steve Schutte: Yea, Tyler Specht: Yea, Dustin Thompson: Yea, John Wolfgram: Yea  
Yea: 9, Nay: 0.

Mr. Havelka left the room to contact the selected applicants and arrange interview times while Mr. Harms continued to work with the board members.

### **C.2. Sample interview questions; select questions**

Mr. Harms worked with the board members to select interview questions.

### **B.4. Post-interview selection procedures**

The board members agreed with utilizing the selection rubric provided by NRCSA. President Schutte will contact the candidates following the interviews.

Motion to move into executive session for the protection of the public interest while discussing negotiations and the contract for the new superintendent passed with a motion by Jay Hall and a second by Dustin Thompson.

Robert Colwell: Yea, Carol Erwin: Yea, Jay Hall: Yea, Betty Jo Leapley: Yea, Samuel Recob: Yea, Steve Schutte: Yea, Tyler Specht: Yea, Dustin Thompson: Yea, John Wolfgram: Yea  
Yea: 9, Nay: 0.

President Schutte stated the board would enter executive session for the protection of the public interest while discussing negotiations and the contract for the new

superintendent. Executive session began at 8:42 p.m. The Board reconvened in public session at 9:10 p.m.

### **C. Pre-interview discussion**

#### **C.1. Review interview schedule for March 12, and 13.**

The interview schedule was reviewed. Candidates Christiansen and Halley will interview on March 12. Candidates Hoelsing and Finke will interview on March 13.

#### **C.3. Interview procedures**

Discussion was held on who will ask questions, the room arrangement, etc. Each board member will ask specified questions.

#### **C.4. Interview tips/Inappropriate questions**

Board members were provided with a list of tips for a successful interview and a list of inappropriate questions. Board members will wear business casual attire.

#### **C.5. Role of consultants in interview process**

The role of the consultants was discussed. One consultant will be present each day. The consultant will leave at the beginning of the final interview each day.

#### **C.6. Committee reporting procedures**

The reporting procedures for the community committee and the staff committee were reviewed.

#### **C.7. Hosting duties**

The hosting duties were reviewed. The list of students, staff, and community members who will serve in host/hostess roles was reviewed.

### **D. Next meeting**

5:45 p.m., Monday, March 12.

Meeting adjourned at 9:29 p.m.

## **Cedar County School District #54**

### **Submitted by:**

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Betty Jo Leapley  
Secretary of the Board