

INDEPENDENT SCHOOL DISTRICT 271  
Bloomington, Minnesota

**MINUTES OF THE SPECIAL MEETING  
OF THE SCHOOL BOARD  
April 7, 2021**

Pursuant to due call and notice thereof, and there being a quorum present, the virtual Special Meeting of the School Board of Independent School District 271 was called to order by Chair Nelly Korman at 4:30 p.m. on Wednesday, April 7, 2021.

**Roll Call**

Members Present: Nelly Korman, Chair; Dawn Steigauf, Vice Chair; Heather Starks, Clerk; Beth Beebe, Treasurer; Tom Bennett, Mia Olson, and Jim Sorum. Administration Present: Jenna Mitchler, Mary Burroughs, Rick Kaufman, and Rod Zivkovich. Attorney Present: David Holman.

**Approval of the Agenda**

Nelly Korman moved, Dawn Steigauf seconded, to approve the agenda. On roll call vote, all directors voted aye.

**Superintendent Search Process**

Chair Korman gave an overview of activities of the Board Superintendent Search Committee (Nelly Korman, Dawn Steigauf, Tom Bennett) and the School Board.

On April 1, the School Board approved a contract with the Minnesota School Boards Association (MSBA) to assist with a modified superintendent search process. Barb Dorn, Director of Leadership Development and Executive Search for MSBA, facilitated tonight's superintendent search planning meeting giving an overview of items for discussion and/or actions needed that include a review of the process, timeline (approved), stakeholder input—qualifications survey (finalized and approved), finalist interview(s)—meeting platform (virtual), role of current superintendent (none) and administration (Human Resources/Community Relations), school district spokesperson (Board Chair), and the in-district contact person (Executive Assistant to the Superintendent and School Board).

The modified search timeline includes a job posting for the position of Superintendent of Schools that was posted on April 5. Applications are being accepted through April 16.

A few planning highlights from the meeting: the online survey will be launched on Monday, April 12, and will include opportunities to identify areas of expertise, traits or skills and personal characteristics stakeholders believe the new superintendent must possess. Open-ended questions will allow for additional feedback. The survey will be translated into Spanish and Somali languages. The survey will be open through Monday, April 19.

Other timeline items include interview question development and training for the Board, a review of stakeholder feedback, and a session for representatives of various stakeholder groups to interview potential candidate(s).

Beth Beebe moved, Mia Olson seconded, that the School Board of Independent School District 271 establishes a special meeting on Monday, April 19, at 7:00 pm to receive training for interviewing a superintendent for our superintendent search and develop interview questions, and determine the schedule. On roll call vote, all directors voted aye.

School Board members would review applications April 17-27.

Beth Beebe moved, Tom Bennett seconded, that the School Board of Independent School District 271 establishes a special meeting on Tuesday, April 27, at 5:00 pm. to review stakeholder report, determine finalist(s) for superintendent, determine interview questions and procedures and receive MSBA interview training. On roll call vote, all directors voted aye.

There will be a virtual stakeholder interview session with finalist(s) on May 4. Details to be finalized at a later date.

Tom Bennett moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 establishes a special meeting on Wednesday, May 5, at 3:00 pm for the purpose of interviewing superintendent candidates. On roll call vote, all directors voted aye.

The Board will hold May 6, if needed, to conduct interview(s) and make a final selection with a contract for employment being approved at the regular meeting of the School Board on May 10. The new superintendent would report to work on July 1, 2021.

All of the Board meetings and sessions for the superintendent search and interview(s) are public meetings and will be carried live on BEC-TV.

### **Adjournment**

There being no further business to come before the School Board, Nelly Korman moved, Jim Sorum seconded, to adjourn the Special Meeting. On roll call vote, all directors voted aye. Meeting adjourned at 7:17 p.m.

Heather Starks, Clerk