MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT OF DELAVAN-DARIEN
DECEMBER 20, 2023

President Dave Henriott called the special meeting of the Delavan-Darien School District Board of Education held at the School Administration Center to order at 6:30p.m.

Board Members Present: D. Henriott, K. Hermann, D. Salas, K. Pohl, T. Schutt, G. Moses

Board Members Absent: J. Dutton

Administrators Present: Chief Operating Officer A. Klein, Director of Pupil Services/Interim Curriculum Director M. Burke, Principal K. Pickel

The press was not represented.

Approval of Agenda: A motion was made by D. Salas to approve the agenda as presented and T. Schutt seconded the motion. The motion carried unanimously on a voice vote of 6-0.

Citizens Comments: No citizen comments.

Hiring Process for District Administrator: The Board of Education discussed the hiring process for a District Administrator. The District would post the position to WECAN and candidates would apply for the position. The Board would review the applications, rank the candidates to interview and interview them in closed session. The Board would then select the finalists (2 or 3) and let them know that at this point it will become public that they are a finalist. If the final applicants consent, the Board would schedule "meet and greets" or "FAQ" session with different stakeholders – district staff, members of the community, and the administrative team. This could be a skill based test of the candidates' ability to take questions from the public and staff, hear and understand their concerns, and provide their perspective and vision for how to move the District forward. The participants could be provided with a rating sheet where they can rank the candidates on the qualities listed as important in the survey results and share any additional comments or opinions on the candidate. The Board would then review the responses and make a final hiring decision based upon the interviews they conducted, their observations of the meet and greets and ratings forms. A motion was made by T. Schutt and seconded by G. Moses to approve the recommendations as discussed. The motion carried unanimously on a voice vote of 6-0.

There being no further business, a motion was made by T. Schutt and seconded by D. Henriott to adjourn the meeting. The motion carried unanimously on a voice vote of 6-0 and the meeting adjourned at 7:04p.m.

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Dawn Salas, Board Clerk Dave Henriott, President