



**SPECIAL BOARD MEETING MINUTES**  
**January 31, 2006**

<b><u>Board Members Present</u></b>	<b><u>Staff Members Present</u></b>	
Patti Head, Chair	Jo Baker	Julye Mizelle
Carol Parker, Vice Chair	Maurice Boswell	
Lori Millberg	Mark Winters	
Beverley Clark	Bev White	
Rosa Gill	Donna Hargens	
Eleanor Goettee	Michael Evans	
Horace Tart	Jonibel Willis	
Susan Parry	Kathy Chontos	
Ron Margiotta	Linda Isley	
	Janice Shearin	<b><u>Board Attorney Present</u></b>
	Lloyd Gardner	Ann Majestic

Patti Head called the meeting to order at 4 p.m. Everyone recited the Pledge of Allegiance.

**DEVELOP PROFILE FOR NEW SUPERINTENDENT**

The Board received profile and survey information on January 27 compiled by the NC School Boards Association (NCSBA). The Board contracted with NCSBA in December to manage the administrative aspect of the superintendent search. Board members will discuss the elements that should be a part of the profile for the new superintendent.

Patti Head began the meeting by thanking the community for its responses to the online survey. The Board received 1,513 responses and 750 comments from the community. There were 925 responses and 363 comments from WCPSS staff via the intranet. Various community organizations submitted letters and emails describing the characteristics they would like to see in a new superintendent, and Ms. Head thanked these organizations for taking the time to study the issues, develop their profiles, and then submit their ideas to the Board.

Ms. Head expressed her thanks to Allison Schafer and the North Carolina School Boards Association for compiling the results and providing this information to the Board. Ms. Head also thanked Allison Schafer for the additional research information she provided to Board members. The additional information is not indicative of the North Carolina School Boards Association's stand, nor the stand of the Board Chair, but is being provided due to requests being made to have further information on nontraditional versus traditional criteria. Ms. Head expressed the importance of having this information available as the Board proceeds with its discussion of the criteria for the new superintendent. This also applies to the information Board

members received about state laws and Wake County Board policies. Ms. Head felt that having all of this information available in one place is beneficial as the Board makes its decisions.

Ms. Head recognized students from Meredith College who were in attendance as part of their teaching licensure course requirement, and Ms. Head thanked them for coming.

Ms. Head introduced Allison Schafer, Legal Counsel/Director of Policy for the North Carolina Schools Boards Association, who had been asked by Ms. Head to be the facilitator of the meeting. Ms. Schafer began by giving an overview of all of the information she had provided to Board members. The first topic she discussed was the criteria set forth by the state in terms of who may be hired as a superintendent, and she reviewed the State Board regulation that has been implemented that allows a person who may not have a license as a superintendent to qualify if the Board passes a resolution that the candidate has the requisite experience and requisite degree.

Ms. Schafer continued with a review of the following Board policies:

Policy 2120 – Recruitment of Superintendent

Policy 2210 – Qualifications of Superintendent

Policy 2150 – Job Description of Superintendent

Carol Parker asked that Ms. Schafer share the results of the survey and the commonalities between the community and WCPSS staff. The survey results showed that both the community and staff rated “motivates staff, students, parents, and community to work together to provide an outstanding program” as the most important item on the survey. Both the community and staff rated “should be an advocate for schools” as the second most important item. The survey results are available to the public with the exception of confidential personnel information.

Ms. Schafer opened the discussion by suggesting that the Board look at the criteria that is already in place. There was discussion as to whether there should be a change to Policy 2210 (Qualifications of Superintendent) regarding Item C – “Possess an earned doctorate or the equivalent.” After lengthy discussion, it was the decision of the Board to let the policy stand as is.

The next order of business was a discussion of the most critical components to look for in the superintendent applicants. Individual Board members shared the characteristics they felt were most important, and Ms. Schafer listed each of these. She will regroup the list into categories and email that information to Board members prior to the next meeting. Once this is completed and Board members have had a chance to share their feedback with Ms. Schafer, Ms. Head recommended that the list be approved as the Board’s guidelines at the next meeting, and the Board was in unanimous agreement.

Ms. Head reiterated her thanks to everyone who answered the surveys, both the general public and WCPSS staff, and she recognized the following organizations that submitted reports to the Board: Wake Education Partnership, Wake County Taxpayers’ Association, Division of Principals and Assistant Principals, Wake County PTA Council, Superintendent’s Parent Advisory Council, Wake Education Partnership Board of Directors and Trustees, Greater Raleigh Chamber of Commerce, Coalition of Concerned Citizens for African American Children, and Citizens Addressing Reassignment in Education. Ms. Head further stated that Ms.

Schafer sent out letters of requests to a large number of groups countywide in order to blanket the entire community. Input was received from elected officials, municipalities, chambers, and other groups.

At Carol Parker's request, Patti Head shared the following timeline for the superintendent search:

**Internal Applicant Process**

- January 31, 2006 – Board meeting to discuss desired profile of new superintendent (Open Session); applications for internal candidates will be received by Board members in Closed Session
- February 7, 2006 – Board meets to determine interviews for internal candidates and decide on questions to pose to the individuals selected for interviews (Closed Session)
- February 13 – 17, 2006 – Interview process for internal candidates

**National Search Timeline (If Necessary)**

- February 20, 2006 – Advertising nationally begins
- March 31, 2006 – External applicant deadline
- April 5, 2006 – Applications to individual Board members for review
- April 18, 2006 – Meeting on applications to choose interviewees (Closed Session)
- May 1 – 8, 2006 – Meeting(s) for initial interviews and selection of finalists (Closed Session)
- May 22 – 26, 2006 – Meetings for final interviews/community visits, choose individual to whom to offer the position and decide on terms of offer (Closed Session)
- May 26 – May 30, 2006 – Contract discussions
- May 30, 2006 – Meeting to announce selection of superintendent
- July 1, 2006 – Employment to begin

Ms. Head shared that this is public information and is posted on the website.

**CLOSED SESSION**

Eleanor Goettee made a motion to go into Closed Session at 5:48 p.m. to consider confidential personnel information protected under G.S. 115C-319, seconded by Rosa Gill. The vote was unanimous.

The Board returned to Open Session at 6:30 p.m.

Mr. Tart requested the opportunity to discuss an issue regarding the change in the location of the public hearings on student assignment. On a motion by Susan Parry, seconded by Ron Margiotta, the Board voted unanimously to amend the agenda to add an item to the agenda: To discuss scheduling of public hearings regarding student assignment.

Patti Head explained that the locations of the public hearings had been changed due to various scheduling conflicts with the facilities. Information about the change was also published on the school system website last week. Mr. Tart reported that his constituents in Garner were concerned that the hearing originally scheduled for Garner High School had been moved to Athens High. He said that Garner residents had already begun advertising the hearing in Garner. Ms. Head reported that she had talked to staff about the change, and they were interested in keeping the revised schedule. Board discussion ensued.

Ms. Parry made a motion, seconded by Ms. Millberg to direct staff to change the Athens High School hearing on March 1 to one of the Garner schools.

Mr. Margiotta proposed a friendly amendment to schedule the hearing at another location in Garner if a school was not available. Ms. Parry did not accept the friendly amendment.

The original motion was approved on a vote of 5 to 2. Ms. Clark had left the meeting by this time.

The Board next discussed whether there would be a time limit for the hearings. Ms. Gill moved that the Garner hearing be scheduled from 6 p.m. to 9:30 p.m. The motion was limited to the Garner hearing because the agenda item only addressed the hearing involving the Garner location. Ms. Millberg seconded the motion. The motion passed unanimously.

### **ADJOURNMENT**

There being no further information before the Board, a motion was made to adjourn by Carol Parker, seconded by Rosa Gill. The vote was unanimous. The meeting adjourned at 6:55 p.m.

Respectfully submitted,

---

Melanie A. Upton, Recording Secretary

---

Bill McNeal, Superintendent, WCPSS

---

Patti Head, Chair, Wake County Board of Education