

Members Present: R. Hajlo, D. Keyes, N. Donnay, T. Gulbransen, R. Thorson, J. Johnson, D. Smith

Members Absent:

Ex-officio Members Present:

Guests: S. Morell, K. Gutierrez, A. Kleinboehl, A. Sachariason, P. Rosell, M. Thole, T. Smith, K. Seim, C. Olson, B. Blotske, E. Bransford, P. Kerrigan, S. Peterson, MSBA: A. Jordan (Remote)

Remote Board Member: M. Stiles, location: 2900 Erwin Road, Apt 327 Durham, NC 27705

1. Breakfast

2. Call to order

- a. R. Hajlo called the meeting to order at 8:39 AM.
- b. S. Morell - commented and complimented on the hard work SCPA has done in the last 22 months.
 - i. Walked through the Agenda details, objectives, and meeting norms.
- c. Introductions
- d. Review Succession Planning Timeline - T. Smith
 - i. [File: Executive Director Search Process WORKING DOC \(1\)](#)
 - ii. Explained the important upcoming dates and MSBA's process related to those dates.
 - iii. Important dates will need to be approved at the November meeting.

3. Interview Process and Leadership Criteria - A. Jordan, MSBA

- a. [ED Interview Process Guidance](#)
- b. [Hiring the Right Superintendent](#)
- c. [St. Croix Prep Planning Meeting Packet from MSBA](#)
- d. Notes:
 - i. Explained the application process - identical process for all applicants.
 - ii. Walked through items of note specific to board members during the interview process.
 - iii. Emphasized the rules around Open Meeting Law and the candidates privacy rights. Explained the feedback process.

4. Job Description and Compensation Range
 - a. [Executive Director Job Description SPC UPDATE](#)
 - b. [Executive Director COMPENSATION COMPARABLES](#)
 - c. [Executive Director Employment Agreement 2](#)
5. Interview Questions Activity Part 1 - Retreat Members were divided into groups and discussed and ranked possible interview questions.
6. Interview Questions Activity Part 2 - Retreat Members shared their discussions and results with the whole group.

Adjournment:

- Motion to adjourn: A. Galati
- Second: J. Johnson
- Approved: All

Respectfully Submitted by A. Galati, St. Croix Preparatory Academy Board Clerk