

**CEDAR RAPIDS COMMUNITY SCHOOL DISTRICT
SPECIAL BOARD OF EDUCATION MEETING
Educational Leadership & Support Center, Board Room
Tuesday, January 3, 2023 @ 5:00 p.m.**

A G E N D A

CALL TO ORDER (President David Tominsky)

APPROVAL OF AGENDA (President David Tominsky)2

BOARD GOVERNANCE

BA-23-216 Interview Workshop Facilitated by Superintendent Search Firm
(President David Tominsky)2

BA-23-217 Closed Session - In accordance with Code of Iowa 21.5(1)(i) - To evaluate the
professional competency of an individual(s) whose appointment, hiring,
performance or discharge is being considered when necessary to prevent
needless and irreparable injury to that individual's reputation and when that
individual(s) requests a Closed Session (President David Tominsky)17

ADJOURNMENT (President David Tominsky)17

A G E N D A

CALL TO ORDER – President David Tominsky

APPROVAL OF AGENDA – President David Tominsky

“I move that the agenda of Tuesday, January 3, 2023 Board of Education Special Meeting be approved as set forth, and that each item is considered ready for discussion and/or action.”

MOTION/2ND/ROLL CALL ACTION

BOARD GOVERNANCE

**BA-23-216 Interview Workshop Facilitated by Hazard, Young, Attea and Associates
(President David Tominsky)**

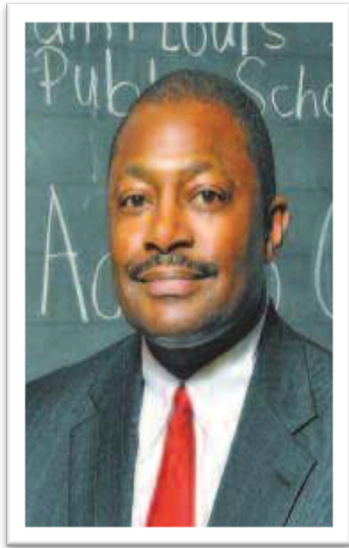
Information Item

Pertinent Fact(s):

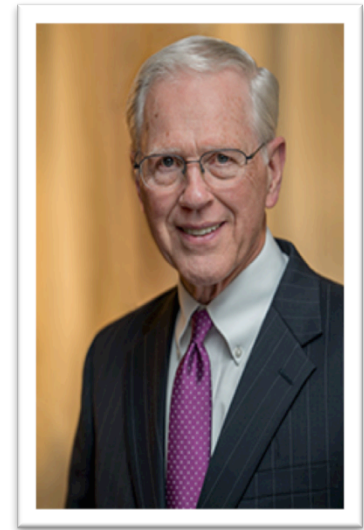
Dr. Peter Flynn and HYA Associates will lead the Board of Education through a discussion involving the superintendent interview process.



**Cedar Rapids
Community School
District**
Every Learner. Future
Ready.
**Interview Protocol
Workshop**



KELVIN ADAMS



PETER FLYNN

Cedar Rapids, Iowa
January 3, 2023



SUPERINTENDENT SEARCH

Interview Workshop

Preparing for the Interviews

- **Each Room/Visual : What does it communicate?**
- **Each Director Visible with Names Microphones**
 - **eye contact? Gallery View?**
- **Review Applications prior to Friday (January 6th)**
- **Consultants Reviewed Reference Information**

SUPERINTENDENT SEARCH

Interview Workshop

Questions and Answers

- **Questions – About 15 -- 1:45**
 - **Follow-up pertain to topic if time permits**
- **Questions from applicant are important**
 - **Answer candidly**
 - **Archives/Videos of meetings available**

SUPERINTENDENT SEARCH

Interview Workshop

Questions and Answers – the Script

- **Actual questions in closed session – you decide**
 - **Identify lower priority questions ...time runs out**
 - **Same questions asked each applicant**
- **Hypothetical questions – “What if...”**
 - **applicant’s attitude, reasoning ability and judgment**
- **Experience questions -- applicability to Cedar Rapids ;
alignment to profile**

SUPERINTENDENT SEARCH

Interview Workshop

Questions may not be asked about:

- **Ancestry or nationality, race**
- **Religion**
- **Marital status, living arrangement or children**
- **Financial; credit rating, debts**
- **Type of discharge from military or branch served**
- **Age**
- **Sex, sexual preference**
- **Arrests**
- **Politics or political preference**
- **Health, Disability**

However, if the applicant brings up...

SUPERINTENDENT SEARCH

Interview Workshop

Listening to What and How

- Listen to what is said
 - Assess substance of the content
- Listen to how it is said
 - evaluate the passion or enthusiasm of applicant
- Is applicant able to think on her/his feet?
- Or caught off balance by anything?

SUPERINTENDENT SEARCH

Interview Workshop

Listening to and Sensing the Applicant

- Applicant show ability to solve problems, or
- Outline a process for problem solving ?
- Applicant's comfort level
- Applicant using clear, easy language
- Things affecting senses
 - voice, eye contact.
 - (How do you do that with Zoom?)
- Hearing more "I" than "We" statements ?
- Applicant done homework/ research?

SUPERINTENDENT SEARCH

Interview Workshop

Looking for the Fit

- **Consider “fit” for Cedar Rapids Community School District**
 - **now and future.**
- **Personality,**
 - **Ability to develop/maintain positive relationships**
 - **with the Board and**
 - **broad range of stakeholders**

SUPERINTENDENT SEARCH

Interview Workshop

Rating of the applicants

- **Resist drawing conclusion after interview**
- **Wait until all applicants questioned**

After all applicants have been met...

- **Which should come for a second time and, could possibly lead Cedar Rapids Community School District**
- **Resist ranking them in order**

SUPERINTENDENT SEARCH

Interview Workshop

Timeliness from First Round to Second

- **Allow time for full discussion, listening to each other**
- **Agreement for the 2nd Round**
- **Staff – available electronic materials**
 - **Audit**
 - **Budget**
 - **Strategic Plan- Supplements**
 - **Organizational Chart**
 - **Any other documents**

SUPERINTENDENT SEARCH

Interview Workshop

Second Round Interview

- **Non-interview events (Rules still apply) ***
- **Less formal interview (Rules still apply)**
- **Questions from first round**
- **Pursue issues more deeply**
- **Look more closely at ...**
 - **views, practices, style,**
 - **competencies, accomplishments, philosophy**
[in comparison to the Profile]
- **Raise topics and issues unique to Cedar Rapids**
- **Consultants will prepare an outline.**

*Next slide and then back

SUPERINTENDENT SEARCH

Interview Workshop

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However, if the applicant brings up...

SUPERINTENDENT SEARCH

Interview Workshop

Second Round Exit Interview

- **President and Vice President meet each preferred applicant over coffee/tea**
- **Debrief – Early in the day after second interview**
- **Determine continued interest**
- **Respond to any unanswered questions**
- **(Rules still apply)**
- **Not a Negotiations Session- Information Sharing**



Cedar Rapids
Community School District

SUPERINTENDENT SEARCH
INTERVIEW WORKSHOP

Additional Concerns or Questions

TRUST THE PROCESS

BOARD GOVERNANCE

BA-23-217 Closed Session – Evaluation of Professional Competency (President David Tominsky)

Action Item Motion/2nd/Roll Call

Pertinent Fact(s):

1. The Board of Education is asked to meet in closed session on Tuesday, January 3, 2023, immediately following the conclusion of the Interview Workshop.
2. The suggested motion is as follows:

“I move that the Board of Education hold a Closed Session on Tuesday, January 3, 2023, to evaluate the professional competency of an individual(s) whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to those individual’s reputation and that the individual(s) request a Closed Session as provided in Section 21.5(1)(i) of the Iowa Code.”

Recommendation:

It is recommended that the Board of Education meet in Closed Session for the purpose of the Evaluation of Professional Competency on Tuesday, January 3, 2023 as provided by the Iowa Code Section 21.5(1)(i).

ADJOURNMENT – President David Tominsky