

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF EDUCATION
OF DISTRICT 497, HELD IN THE LAWRENCE PUBLIC SCHOOLS
INTERACTIVE TECHNOLOGY CENTER,
EDUCATIONAL SUPPORT AND DISTRIBUTION CENTER,
110 McDONALD DRIVE, IN THE CITY OF LAWRENCE**

May 17, 2017

CALL TO ORDER

At 5:30 p.m., Board President Marcel Harmon called to order a special meeting of the Board of Education for the purpose of approving a grievance procedure and personnel report and to discuss options in the process of the search and selection of an interim superintendent of schools. (See Attachment No. 1)

APPROVAL OF AGENDA

Upon a motion by Jessica Beeson, seconded by Shannon Kimball, the board voted, in a unanimous voice vote, to approve the agenda as printed.

Mr. Harmon made two clarifications in regard to the meeting:

1. The March 17, 2017 personnel report will no longer include the new assignment of Andrea Gayle Stipe under Administrative Personnel as she has declined the position.
2. Patrons will have the opportunity to comment at the time the March 17, 2017 personnel report is being considered.

Board Member Jill Fincher entered the meeting room at 5:33 p.m.

ROLL CALL

<u>Board Members Present</u>	<u>SLT Members Present</u>
Marcel Harmon, president	Anna Stubblefield, assistant superintendent,
Shannon Kimball, vice president	educational support
Jessica Beeson	Tony Barron, executive director,
Jill Fincher	facilities & operations
Rick Ingram	David Cunningham, executive director,
Melissa Johnson	human resources & legal counsel
Vanessa Sanburn	Samrie Devin, director, human resources
	Julie Boyle, director, communications
	Janice Dunn, clerk

<u>Others Present (Including Administration and Staff)</u>			
Maria Abuso	Cornelius Bell	Sarah Bloxsom	Lisa Delci
Howard Diacon	Laurie L. Folsom	Kim Fuller	Mickey Hanna
Shane Heiman	Joanna Hlavacek	Alan Hollinger	Kathy Johnson
Brian Jordan	Rossi Kilburn	Tricia Masenthin	Ashton McKnight
Ursula Minor	Danica Moore	Scott Morgan	Paula Murrish
Natasha Neal	Andrew Nussbaum	Leonard Ortiz	Katherine Pryor
Susie Santee	Gary Schmidt	Njeri Shomari	Verdell Taylor, Jr.
Andrew			

APPROVAL OF GRIEVANCE PROCEDURE

David Cunningham, executive director, human resources and legal counsel, stated that as part of the grievance procedure outlined in the master agreement with certified staff, individuals are given the opportunity to appeal at lower levels or they can appeal to the Board of Education. He said within the context of a grievance that has been filed by an employee, the board can vote to consider the grievance on the record taking into account written materials only or by conducting a hearing. He reported that there was not an earlier level hearing; therefore, staff recommends the board hear the testimony of the employee where written materials can be highlighted in a way that will be most advantageous to the individual.

Upon a motion by Shannon Kimball, seconded by Jessica Beeson, the board voted, in a 7-0 roll call vote, to conduct a hearing in the matter of a grievance filed by an employee.

Mr. Cunningham noted that the hearing will be conducted during an executive session on May 22, 2017.

APPROVAL OF PERSONNEL REPORT

Board President Marcel Harmon stated that prior to the consideration of the personnel report, the board will recess to executive session.

MOTION FOR EXECUTIVE SESSION

At 5:35 p.m., Shannon Kimball made a motion, seconded by Vanessa Sanburn, to recess to executive session *to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individual to be discussed*, with David Cunningham, executive director, human resources and legal counsel, invited to be present; and with the board to return to open session in this room at 5:50 p.m., with possible action to follow. The motion passed by a unanimous voice vote.

RETURN TO OPEN SESSION AND EXTENSION

At 5:50 p.m., the board returned to open session where a motion was made by Vanessa Sanburn, seconded by Rick Ingram, to extend the executive session until 6:05 p.m. The motion passed by a unanimous voice vote.

RETURN TO OPEN SESSION

At 6:05 p.m., the board returned to open session.

APPROVAL OF PERSONNEL REPORT (Continued)

Board Vice President Shannon Kimball stated that board officers felt it would be helpful to walk through the recommendation to reinstate the chief operations officer position by going back to the 2013 bond and how the district handled the management and implementation of that bond internally and how that information fits into what is being proposed for the 2017 bond.

She reported that when the 2013 bond issue passed, the district recognized that internal support was needed to oversee the successful implementation of the planned projects. She stated that there were three positions overseeing the work including the assistant superintendent, business and operations; director, facilities and operations; and supervisor, facilities, maintenance and operations, with a total salary of \$320,000. She reported that in the 2015-2016 school year, the bond construction manager, who was hired to oversee all of the bond projects, left the district and the responsibilities for the remaining work were shifted to the assistant superintendent, business and operations, and director, facilities and operations, and supervisor, facilities, maintenance and operations.

APPROVAL OF PERSONNEL REPORT (Continued)

She reported that when the board hired Kyle Hayden last year as the superintendent of schools, Tony Barron, executive director, facilities and operations, took over the responsibility of wrapping up the remaining projects during this school year.

Ms. Kimball stated that the reason for the proposal to return to the 2013 structure is that Mr. Barron would now be responsible for overseeing the entire facilities and operations department and the 2017 bond implementation process.

Upon request, Tony Barron, executive director, facilities and operations, reported on the adaptive challenge of his position this past year with the addition of the remaining construction projects from the 2013 bond and the impact to his department in taking over as project manager. He stated that he felt the relationships and communication with the district buildings had suffered and project completion was less timely than it used to be. He stated that there is only so much time, and if his focus is on the bond and all that entails, other things will suffer.

Ms. Kimball stated that the recommendation in front of the board is to reinstate the chief operations officer position. She said the proposal is that the primary duty of this person would be implementation of the bond with the addition of other duties that would be pretty extensive.

Note: Board Member Rick Ingram left the meeting room at 6:30 p.m. and did not return.

Kathy Johnson, director, finance, presented current budget information in regard to salaries and budget savings relating to administrative position changes including the proposed personnel approval.

Following discussion by board members in support of Kyle Hayden as the chief operations officer and in relation to his transfer to that position, a decision was made to postpone action on the May 17 personnel report until May 22, giving additional time for the board to process the information and gather community input.

Board President Marcel Harmon acknowledged patrons who wished to speak.

The following made comments in regard to the transfer of the superintendent into the position of chief operations officer:

*Njeri Shomari
Ursula Minor
Leonard Ortiz
Andrew*

DISCUSSION

Options for Process in Search and Selection of Interim Superintendent

Brian Jordan, assistant executive director, leadership services, Kansas Association of School Boards, stated that hiring an interim superintendent is much different than a superintendent, and the candidate pool is limited. He provided information in regard to interview procedures including the use of best practices, taking time to identify important qualities and characteristics, developing the right questions and maintaining confidentiality.

MOTION FOR EXECUTIVE SESSION

At 7:28 p.m., a motion was made by Jessica Beeson, seconded by Vanessa Sanburn, to recess to executive session *to discuss personnel matters of non-elected personnel in order to protect the privacy interests of the individuals to be discussed*, with Brian Jordan, assistant executive director, leadership services, Kansas Association of School Boards, invited to be present; and with the board to return to open session in this room at 8:15 p.m. The motion passed by a unanimous voice vote.

RETURN TO OPEN SESSION AND EXTENSION

At 8:15 p.m., the board returned to open session where a motion was made by Vanessa Sanburn, seconded by Shannon Kimball, to extend the executive session until 8:25 p.m. The motion passed by a unanimous voice vote.

ADJOURNMENT

At 8:25 p.m., the board returned to open session where a motion was made by Vanessa Sanburn, seconded by Shannon Kimball, to adjourn the special meeting of the Board of Education. The motion passed by a unanimous voice vote.

Janice E. Dunn
Clerk, Board of Education

Lawrence Public Schools
110 McDonald Drive
Lawrence, Kansas 66044-1063
Telephone: (785) 832-5000



May 12, 2017

NOTICE OF SPECIAL MEETING

Pursuant to Board Policy BCAC, the Lawrence Public Schools Board of Education President Marcel Harmon has called a special meeting to be held Wednesday, May 17, 2017, starting at 5:30 p.m., in the Interactive Technology Center of the Educational Support & Distribution Center, 110 McDonald Drive, Lawrence, Kansas.

The purpose of the meeting is to approve a grievance procedure and personnel report and to discuss options in the process of the search and selection of an interim superintendent of schools.

Sincerely,

A handwritten signature in black ink that reads "Janice E. Dunn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Janice E. Dunn
Clerk, Board of Education