

# GRASS LAKE

## COMMUNITY SCHOOLS

*Individual excellence inspired by tradition and innovation*  
899 South Union Street • Grass Lake, Michigan 49240

(517) 522-5540 • Fax (517) 522-8195

### Grass Lake Community Schools School Board Workshop

Monday, August 3, 2015  
7:00 p.m.

George Long Elementary  
Library/Media Center

#### **BOARD MEMBERS PRESENT**

Tim Waskiewicz  
Heather Brown  
Darrell Hart  
Janey Bisard  
Rich Holcomb  
Kristi Shoemaker  
Kimberly Seaburg

#### **MEMBERS ABSENT**

#### **ADMINISTRATORS**

Michelle Clark  
Jeanene Satterthwaite  
Eric McCalla  
Doug Moeckel

#### **GUESTS**

Debbie Brady  
Rod Green  
Natalia Morris

#### **PRESIDING OFFICER:**

Tim Waskiewicz, President

Certified Correct

Kristi Shoemaker, Secretary

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President Waskiewicz called the meeting to order at 7:03 p.m.

Moved by Member Bisard, supported by Member Brown, to approve the agenda as presented with the addition of item 2, Approval of the Agenda. All present voted Aye. Motion Carried.

Hearing of Citizens – no comments were offered.

Member Waskiewicz introduced Dr. Rod Green from MASB. Dr. Green briefly outlined his background as a superintendent before working with the Michigan Association of School Boards. He discussed the pattern of applicants for the position of superintendent in past years and stated the numbers of those interested in the position has been increasing.

The timeline of the process was outlined with the specific dates of board workshops, community/staff meetings, and interview process being discussed.

There was a discussion of the stakeholder groups to be included in the process: the Educational Foundation, Village, DDA, Township, Chamber of Commerce and the Health and Wellness. Ways were covered of the best way to “get the word out” and invite people to the meetings and to invite all to participate in the survey. Some suggestions were to use the automatic calling system and email groups. Meetings with teacher groups and support staff were recommended. Invitations would include a link to the Grass Lake website where more information would be posted. It was decided that engagement meetings would be conducted on September 15, 2015 in the High School Auditorium. The times for each group are as follows:

- 1:30 p.m. – Administrators
- 2:30 p.m. – Students
- 3:30 p.m. – Teachers
- 4:30 p.m. – Support Staff
- 6:30 p.m. – Community Forum

The Input Survey was then discussed. The information and link to the survey will be posted on the website. Dr. Green stated the importance of encouraging all to participate. The information obtained

will give “a flavor” for what the community is looking for in a new superintendent. The survey will be available beginning a couple of weeks before the start of the 2015/2016 school year through September 17<sup>th</sup>. The results would be compiled and reported on at the September 21<sup>st</sup> meeting to be used to develop the Candidate Profile. At this meeting a draft of the contract will also be worked on. Dr. Green stated that the MASB lawyers would be available to give input on the legality of the contract.

It was decided that the regularly scheduled October 26<sup>th</sup> board meeting will be held as an interview session which will continue on October 27<sup>th</sup>. The finalist numbers will be narrowed down to three by the end of this meeting.

There was discussion of the pros/cons of site visits and whether the group felt there were benefits to pursuing these.

The range for the salary to be offered was then discussed. Dr. Green gave insight into the feasibility of varying options and ranges. The members agreed with the recommendations made by Dr. Green.

Dr. Green briefly touched on the points below that will be involved in the interview preparation.

- A. Assessment/structured interview support
- B. Presentation
- C. Traditional interview question bank

He explained that the profile given by the survey and discussions will help to develop approximately 20 interview questions.

Moved by Member Holcomb, supported by Member Bisard, to adjourn the meeting. The meeting was adjourned at 8:20 p.m. All present voted Aye. Motion Carried.