

## **DRAFT**

**Board Meeting BURLINGTON-EDISON SCHOOL DISTRICT June 9, 2008**

### **In Attendance**

The meeting was held in the Burlington-Edison High School Library. All Board members were in attendance. Superintendent, Dr. Rick Jones; Assistant Superintendent, Laurel Browning; Director of Assessment and Human Resources, Dr. Jeff Drayer; Director of Auxiliary Services, John Leander; and Director of Finance, Joe Stewart, were also in attendance.

### **Call to Order/Recess into Executive Session**

President Bott called the meeting to order at 6:00 p.m., and immediately recessed the meeting into Executive Session to review superintendent candidates. Mrs. Bott stated the Executive Session would be approximately 30 minutes long, and action may be taken upon return to regular session.

### **Reconvene/Regular Session**

At approximately 6:45 p.m., the Board met again in regular session. Mrs. Bott stated that action may be taken later in the meeting regarding selection of a superintendent.

### **Recognition of Retirees**

The Board work session began at 7:00 p.m. with recognition of retirees from the school district. Director of Assessment and Human Resources, Dr. Jeff Drayer, facilitated the recognition of the following staff members: Debbie Forbes, Dennis Olsen, Margaret Klein, Christie Peterson, and Nancy Conner. Following presentations, Dr. Drayer invited past retirees of the district to introduce themselves and the schools where they had worked. The retirement celebration was culminated with a break at 7:50 p.m. for cake and refreshments. At approximately 8:15 p.m., the work session was called back to order, and Dr. Jones facilitated the following agenda items:

### **Approval of Donation**

Principal of Edison Elementary School, Shawn Woodward, requested that the Board approve a donation of approximately \$3,000 from the Edison Alumni Association to Edison Elementary School. The funds will be used for the purchase of a portable solar greenhouse that can be used in conjunction with the science curriculum. Mr. Spink moved and Mr. Wallace seconded a motion to accept the donation. Motion carried.

### **Approval of Bid for High School Parking Lot**

Director of Auxiliary Services, John Leander, reviewed the bids that have been received for expansion of the High School parking lot. He recommended that the successful bidder be Interwest Construction with a bid of \$223,750.00. Following discussion, Mr. Lopez moved and Mr. Wallace seconded a motion to award the bid for the parking lot renovation to Interwest Construction. Motion carried. See bid summary sheet attached.

### **TAC Performance Contract**

Director of Auxiliary Services, John Leander, reviewed with the Board the performance contract with TAC outlining the scope of work for energy upgrades to be done on district facilities. Mr. Leander also reviewed the financial analysis that was provided to Board members outlining the repayment schedule for the non-voted debt to be incurred.

Following discussion of the projects to be completed, Mr. Spink moved and Mr. Lopez seconded a motion to approve the performance contract. Motion carried. Following a discussion with Director of Finance, Joe Stewart, regarding the financial analysis of the project through Bank of America, it was moved by Mr. Dynes and seconded by Mr. Wallace to approve Resolution No. 751 approving non-voted debt in the amount of \$1,835,862.00. Motion carried. (See attached documentation.)

### **Budget**

Superintendent Jones reviewed with the Board the progress being made by the district administrators to reduce the 2008/2009 operating budget by approximately \$1,000,000.00. Administrators are reviewing all programs within the school district and will bring recommendations to the School Board at its regularly scheduled meeting on Monday, June 23<sup>rd</sup>.

### **Superintendent Selection Process**

Board President, Liza Bott, led a discussion with Board members regarding the superintendent selection process. Mrs. Bott reviewed the process and procedures that have been followed in order to obtain input from staff, parents, and community members. A list of 17 key attributes looked for in a new superintendent were reviewed and discussed (attached). Mrs. Bott also shared the recommendation that the Board received from their consultant, John Fotheringham.

Following a discussion of options considered by the Board, a motion was made by Mr. Wallace and seconded by Mr. Dynes to adopt the key attributes as presented. Motion carried. Following further discussion of the pros and cons of internal and external candidates that were available, a motion was made by Mr. Spink and seconded by Mr. Lopez to hire Assistant Superintendent, Laurel Browning, on a two-year contract beginning July 1, 2008. Further, the Board will meet in January of 2009 for an evaluation of Mrs. Browning to determine if the contract is to be extended to a three-year contract. Motion carried.

**Adjournment**

There being no further business, the work session was adjourned at 9:00 p.m.

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Board President

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Board Secretary