

*Minutes Approved On  
October 11, 2005*

**MINUTES OF THE  
Special Meeting  
DOUGLAS COUNTY SCHOOL DISTRICT  
Board of Trustees  
Douglas High School, Minden, Nevada  
Tuesday, September 20, 2005  
5:00 p.m.**

**1. Call to Order**

Board Vice President Connie Wennhold called the meeting to order with four Board members present at 5:04 p.m.

Present were:

**Trustees:**

Sharla Hales, President  
Connie Wennhold, Vice President  
Teri Jamin, Clerk  
Keith Roman, Member  
John Louritt, Member  
Cynthia Trigg, Member

Absent: Member Ron Beck

**Personnel:**

John Soderman, Superintendent  
Rich Alexander, Assistant Superintendent, Human Resources  
Nancy Bryant, Assistant Superintendent, Education Services

**Others Present:**

Jim Huge, Owner of Huge, Hager & Associates

A. Ms. Jamin led those present in the Pledge of Allegiance.

B. Mr. Louritt made a motion to adopt the agenda, seconded by Ms. Trigg.

Motion carried by a unanimous vote of 4/0.

## 2. Items Requiring Discussion and Potential Action (Action)

### A. Discussion of the Superintendent Search Services to be performed by Huger, Hager & Associates.

Mr. Huger of Huger, Hager & Associates, welcomed everyone to the meeting.

Mr. Huger began by saying he is holding this meeting in a work session format wherein he would walk through the timeline, discuss how communication between himself and Board members would proceed, determine a reasonable number of applicants to be interviewed, and cover the manner in which the community and staff involvement process would take place.

Next he addressed the fact that Mr. Soderman had previously asked about his role in the process. Mr. Huger recommended that Mr. Soderman be available to both answer questions and meet with candidates. He said that the specifics of Mr. Soderman's involvement could be determined at a later date.

Mrs. Hales asked for comments or questions.

The Board was in concurrence that Mr. Huger and Mr. Soderman were welcome to conference and include any and all of Mr. Soderman's insight pertaining to the hiring process.

Mr. Huger conducted the discussion of the timeline necessary. He assured the Board that he would have a new superintendent hired prior to June. He said in reality, he is looking at February provided that the top three candidates are pinned down and everything falls into place. He recommended that the advertising list the due date for applications as December 1, 2005 or until filled.

The Board agreed that a Special Board Meeting would be held Friday, December 9<sup>th</sup>, 3:30 p.m. at Douglas High School to review the applications that are submitted and to decide who will be interviewed. This meeting will include an Executive Session in order that character and competence of candidates may be reviewed.

Conversation then turned to the number of applications expected versus the number of applications the Board would be shown. Mr. Huger assured the Board that he would both produce full copies and a synopsis of all applications received, or of any number that the members should decide upon. This would allow the Board to do as they please in reviewing applications, either use the synopsis, or review the entire application of all being considered. It was determined that a good number to review would be ten to twelve.

Mr. Huger stated that in the public session the Board of Trustees would be invited to question any applications that aren't being considered.

Mr. Huge suggested that interviews be held the week of January 16<sup>th</sup>, desiring three days be locked in and that one hour and fifteen minutes should be allowed for each. He maintained that two, or no more than three be held in one day. It was determined that January 17<sup>th</sup>, 18<sup>th</sup>, and 19<sup>th</sup> would be calendared as interview dates.

Mr. Huge said that a Board meeting would be scheduled following the interviews for further discussion of findings. Also, immediately following the interviews, Board members would travel to the top candidate's current jobsite for a site visit in groups, or individually as desired.

Mr. Huge announced that meetings with teachers, staff, and community would be held. Four locations would be offered suggesting ZCES, PWLMS, CVMS, and PHES, thus covering all areas of the Valley and Lake.

Lastly, Mr. Huge reviewed advertising necessary to recruiting. His desire being that the announcement of vacancy is produced as quickly as possible. Mr. Huge concluded that his firm would place the advertisement both electronically and in written format in various professional publications, including the Douglas County School District website.

Mrs. Hales thanked Mr. Huge and noted that he is a pleasure to work with.

### **Public Comment**

At 6:12 p.m. Mrs. Hales asked for public comment.

Ms. Suzanne Brown, Ms. Jill McKay, and Mr. Jeff Marsh approached the Board, providing notes and a copy of a check in question. Ms. McKay led the group with her concerns consisting of girl's volleyball fundraising and the manner in which funds were allocated. She expressed concerns including a fundraiser entitled "Serve-A-Thon" that she believed money was collected for but no event was held. Ms. McKay declared hotel room expense was charged to the girl's volleyball account that were paid for in excess of what team members and coaches could use.

Ms. McKay, Ms. Brown and Mr. Marsh were concerned that decisions used to base how team members were chosen, and student pick-up at games, was not consistent or fair. They expressed their belief that NIAA rules had been broken.

Mrs. Hales proclaimed that she heard the frustration of the parents. Board members asked clarifying questions.

Mr. Soderman committed to responding to these parents concerns.

### 3. Adjournment

Mrs. Wennhold made a motion to adjourn at 6:47 p.m., seconded by Mr. Roman.

Motion carried by a unanimous vote of 6/0.

Submitted by:

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Carolyn J. Moore  
Secretary to the Superintendent and  
Board of Trustees

Approved:

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Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.