

PIEDMONT UNIFIED SCHOOL DISTRICT

Council Chambers, City Hall

120 Vista Avenue

Piedmont, California 94611

MINUTES OF

Regular Meeting of the Governing Board

February 24, 2015

CALL TO ORDER	President Andrea Swenson called the meeting of the Board of Education to order at 8:00 a.m.
ESTABLISHMENT OF QUORUM	President Andrea Swenson, Vice President Sarah Pearson and Board Members Amal Smith, Doug Ireland and Rick Raushenbush were present.
Adjourn to Closed Session	The Board adjourned to Closed Session at 8:01 a.m. to discuss: Conference with District's attorney regarding Superintendent's contract. (Government Code Section 54957)
Others Present in Closed Session	Namita Brown, Attorney at Law
Reconvene to Regular Session	President Swenson called the Regular Session of the Board of Education to order at 8:35 a.m. and led the Board and audience in the Pledge of Allegiance.
Others Present at Regular Session	Michael Brady, Assistant Superintendent, Business Services Song Chin-Bendib, Chief Business Official
Report of Action Taken in Closed Session	The Board met in closed session and no action was taken.
Agenda Adjustments	None
Persons Requesting to Speak on Items on the Agenda	There was no public comment.
REVIEW AND ACTION ITEMS	
Approve Resolution 10-2014-15 "Authorizing the Issuance and Sale of 2015 General Obligation Refunding Bonds in the Aggregate Principal Amount of Not to Exceed \$17,500,000, and Authorizing and Directing the Execution of Documents and Actions Relating Thereto"	At the Board Meeting of February 11, 2015, the Board was presented information regarding the restructuring and refinancing (called "refunding") of 2006 Series A (CIB) and B (CAB) General Obligation Bonds. This refunding could relieve potential debt service to the District and save taxpayers approximately \$4.3M in present value through 2032. Board Member Raushenbush moved and Board Member Smith seconded the motion to Approve Resolution 10-2014-15 "Authorizing Issuance and Sale of 2015 General Obligation Bonds in the Aggregate Principal Amount Not to Exceed \$17,500,000 and Authorizing and Directing the Execution of Documents and Relating Thereto." The motion passed as follows: AYES: Swenson, Pearson, Smith, Ireland, Raushenbush NOES: None ABSENT: None ABSTAIN: None
Board Recess	The Board took a recess at 8:38 a.m.
Call to Order	President Andrea Swenson reconvened the meeting of the Board of Education at 8:55 a.m.
Review of Interview Protocols	Consultants Bill Levinson and Barbara Young from search firm Hazard, Young, Attea & Associates outlined the next steps in the superintendent search process. The next significant step is when the Board conducts a first round of interviews with applicants. Each

interview will be scheduled to last one hour and 45 minutes with a 15-minute break between interviews. Board members will receive a packet of information for each candidate. To prepare for interviews Board members were asked to review interview protocols, the Leadership Profile, each candidate's resume and references, and the candidate's website. Mr. Levinson suggested reviewing the material provided by candidates for steady evidence of progress and consistency of references. The Board was reminded that everything referring to the candidates is confidential.

Once the Board approves the slate of candidates, the interviews will be scheduled for March 6 and 7. The interview process will be formal, with each candidate asked the same question in the same order by the same Board member. Mr. Levinson suggested that the Board consider the following during the interviews: how would the candidate fit in the community; are the answers relevant and current; does the applicant want to be the superintendent in Piedmont or are they furthering their own agenda; can he/she simplify complex concepts; does he/she reflect on his/her answers and demonstrate creativity and problem solving; and would you want to spend time with this person.

The Board was asked not discuss candidates between interviews; board members will meet for a debriefing process with the consultants to discuss their impressions of the candidates and come to consensus on candidates invited for a second round of interviews.

The Board will conduct a second round of interviews on March 12-14. At this point, HYA will conduct a deeper round of reference checking. The interview process will begin with two Board members taking the candidate on a tour of the district, which will offer the candidate an opportunity to ask questions about the district. Afterwards there will be a dinner with the entire Board followed by informal discussion and any follow up or additional questions Board members have. In the morning the candidate will meet with two Board members to submit a form indicating his or her compensation expectations.

Once interviews are completed, the Board will again meet to debrief and select the finalist for the position. This will be followed by review of a due diligence report from Baker Eubanks, a site visit, and negotiations on the employment contract. Two Board members will arrange with the candidate to spend a day visiting the candidate's school district and talking with staff, Board members, the CBO, teachers, classified staff and others. After these steps, there is rarely a glitch in the process and the finalist is generally chosen for the position.

Following the site visit, the Board will meet in closed session to debrief, determine compensation and approve the employment contract. This decision is expected to be announced at the Board meeting of March 25, 2014.

Thank you letters will be sent to all finalists and everyone who applied for or was interviewed for the position will receive notification.

There was no public comment.

Adjourn to Closed Session

The Board adjourned to Closed Session at 9:40 a.m. to discuss:

- A. Public Employment: Superintendent
(Government Code Section 54957)
Presentation of Slate of Candidates

Others Present in Closed Session

Barbara Young and Bill Levinson of HYA Associates

Reconvene to Regular Session

President Swenson called the Regular Session of the Board of Education to order at 11:50 a.m.

Others Present at Regular Session

Barbara Young and Bill Levinson of HYA Associates

Report of Action Taken in Closed Session

The Board met in closed session and no action was taken.

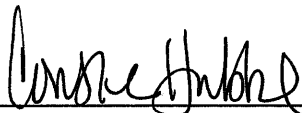
ADJOURNMENT

The meeting was adjourned at 11:51 a.m.



ANDREA SWENSON

Board President, Piedmont Unified School District
Board of Education



CONSTANCE HUBBARD

Secretary, Piedmont Unified School District
Board of Education