

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
BRADY INDEPENDENT SCHOOL DISTRICT**

The Board of Trustees for the Brady Independent School District met in special session at 5:00 p.m. on Thursday, November 17, 2016 in the Administration Office. President Brentt Raybion called the meeting to order at 5:03 p.m.

PRESENT Sandra Keith, Michael Probst, Brentt Raybion, Ed Hernandez, Fernando Lafuente, Teri Trull, and Connie Locklear

ABSENT No one

**PLEDGE &
PRAYER** Johnny Clawson, Superintendent

SUPT. SEARCH Scot Goen, Laura Strube, and Casey Callihan, representatives from ESC Region 15 discussed the process for the superintendent search. Each member filled out a questionnaire of the characteristics, experience, education, etc. that they feel is important in a superintendent. They will then be compiled and used as a means for creating a profile which will be used in creating the job description for the next superintendent. The compiled profile will be discussed at the next superintendent search meeting to finalize.

Posting of the position will be on the district website, Texas ISD, TASA, and the ESC 15 website. Posting will include the qualifications, requirements, timeline, information regarding the city of Brady and the district, and the application. The application may be submitted electronically, by mail or hand delivered. All applications will go directly to the ESC. The application will be customized to meet Brady ISD's specifications.

The timeline for the search was discussed and the following was tentatively set.

- December 16-Post position on or by with a deadline of January 27 at 4:00 p.m. to submit application
- February 2-Deliver applications to district. ESC will bring master copy and 8 jump drives of all applications. Applications will be separated into 3 categories: 1) meets all qualifications, 2) meets some qualifications, and 3) meets few or no qualifications. Each member will pick their top 10 applicants.
- February 10-Screen applicants and the final top 10 applicants will be selected. Logistics of interviewing will be discussed.
- February 14-16-First round on interviews
- February 20-Second round of interviews if necessary. Name Lone Finalist
- 21 Day wait period begins and lone finalist name will be made public and posted on websites
- March 20-Employ new superintendent

Next scheduled meeting will be December 8 at 5:00 p.m. to finalize profile, posting, and confirm timeline.

Staff and community surveys were discussed. Members were given a list of possible survey questions and as a group chose the questions to be used in the survey. The community and staff surveys will have the same questions but will be compiled in separate categories. ESC will create the surveys and all responses will be sent to them. Survey links will be sent to Mr. Clawson and will go out by email before the Thanksgiving holiday with a deadline of December 2. The staff will be given the opportunity to take the survey as a staff member and/or a community member.

A list of interview questions were given to each member to view. Discussion of which questions to ask will be discussed at the Dec. 8 meeting and the ESC will create the interview questions selected. The ESC will check references and backgrounds of the top 10 applicants. The members were also given a list of questions that should be avoided.

The members recessed for a break at 6:47 p.m.

The members resumed the meeting at 7:18 p.m.

**EXECUTIVE
SESSION**

The Board of Trustees went into executive session at 7:18 p.m. after President Brentt Raybion announced the intention of doing so in accordance with Texas Government Code, Subchapter D., Section 551.074 regarding personnel issues.

Mr. Raybion declared the session open at 8:38 p.m.

**HIRE INTERIM
SUPT.**

A motion was made by Ms. Trull, seconded by Ms. Locklear and carried 7-0 to hire **Dennis Hill** as Interim Superintendent until the position is filled full time with a start date to be determined.

ADJOURN

A motion was made by Mr. Hernandez, seconded by Mr. Lafuente and carried 7-0 to adjourn the meeting at 8:42 p.m.

Board President

Board Secretary