

**MINUTES**  
**BOARD OF EDUCATION SPECIAL MEETING**  
**COMMUNITY UNIT SCHOOL DISTRICT 200**  
**June 5, 2006**

A special meeting of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at the School Service Center, 130 W. Park Avenue, Wheaton, IL, by Board President Andy Johnson, on Monday, June 5, 2006, at 7:07 PM.

**ROLL CALL**

Upon the roll being called, the following were present:

Board Members:     Andrew Johnson  
                          John Bomher  
                          Rosemary Swanson  
                          Marie C. Slater  
                          Joann Coghill  
                          Barbara Intihar  
                          Ken Knicker

Also in Attendance:  Dr. Sam Mikaelian – Hazard, Young, Attea & Associates  
                          Ms. Joan Levy – Hazard, Young, Attea & Associates

**PLEDGE OF ALLEGIANCE**

Member Knicker led the group in the Pledge of Allegiance.

**SUPERINTENDENT SEARCH**

Dr. Mikaelian and Ms. Levy thanked the Board of Education for selecting Hazard, Young, Attea & Associates to conduct the superintendent search and stated that their desire is to run a ethical, open and honest search process. Board members were given a notebook of information that will be used throughout the search.

Ms. Levy reviewed a flow chart that described the typical search process.

A calendar was developed to guide the search. The first thing to happen will be the development of the Leadership Profile. This will be done through a series of one hour sessions with various stakeholder groups to be developed by the Board of Education. On October 11, at 7:00 PM, the results of the submitted profiles will be presented to the Board of Education and community. There will be a Closed Session meeting on November 28 to coach the Board on successful interviewing and the slate of candidates will be presented to the Board of Education. Interviews with the five candidates will be held on December 2 and 3 and conduct finalist interviews during the week of December 4. By the end of the week of December 4, the Board will identify their preferred candidate. Board site visits will be done the week of December 11 and the announcement of the appointment will take place the week of January 1, 2007.

The Board then developed a list of groups and individuals that will be scheduled for the focus groups to meet with Dr. Mikaelian and Ms. Levy to develop the profile of the next

superintendent. Those groups will be sent invitations to attend a one hour meeting on September 12 or 13. The groups identified by the Board of Education are as follows:

- Board of Education – individual one hour sessions with each member
- Cabinet Members – individual one hour sessions with each member
- Principals
- All Other Administrators
- WWEA
- CEA
- Elementary Teachers
- Middle School Teachers
- High School Teachers
- SSC Support Staff
- PTA/Booster Club Leadership
- Middle School Students
- High School Students
- SEA 200/New 200 Foundation/Gates 200 Leadership/ESL Parent Group
- City & Park District Officials – Wheaton & Warrenville/State Legislators
- Religious Community
- Business Community/ Fire & Police Departments
- Past Board of Education Members
- Media
- Private School Administrators
- 2 Evening Open Forums

The September 12 and 13 dates and times for the open forums should be published to parents through the school newsletters and a PACE call should be made in September to invite all parents to these sessions. This information should also be put on the district web site.

The Board was asked to review the question on the Leadership Profile and submit any changes to President Johnson. President Johnson will then submit all of the requested changes to Dr. Mikaelian.

President Johnson will be the liaison between the Board of Education and the search firm. All information will be shared with all Board members.

The search firm recommended that the Board interview five candidates and that all internal candidates be given a screening interview.

The Board will conduct a closed session meeting with the search firm at a later date to discuss the salary and benefits package for the next superintendent.

The search firm will post the position nationally through ads in Ed Week and School Administrator and will place the posting on their web site.

Mrs. Sender will compile 15 packets of information about District 200 and send them to the search firm. These packets will be used as marketing materials and given to candidates.

There was a discussion about how to handle inside candidates.

There was a discussion about whether the proposed timeline is the recommended timeline for a successful search. Member Knicker stated that he would like to see the search fast forwarded and to have the focus group meetings held in June. Dr. Mikaelian stated that he believes the Board is starting at a very good time and the timeline is ideal.

There was a discussion about in-state and out-of-state candidates and the recommended amount of transition time between the current superintendent and the incoming superintendent.

**MOTION**

There being no further business to come before the Board in Open Session, Member Knicker moved, Member Bomher seconded to adjourn the meeting. Upon a voice call vote being taken, all were in favor and **the motion carried**. The meeting was adjourned at 8:23 PM.

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**Barbara Intihar, Secretary**

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**Andrew Johnson, President**