

SPECIAL CALL BOARD MEETING  
SUPERINTENDENT SEARCH PROCESS  
OCTOBER 10, 2005

The Board of Directors of the Davenport Community School District in the Counties of Scott and Muscatine, State of Iowa, met for a Special Call Meeting with the search consultant Dr. Norbert Schuerman on Monday, October 10, 2005, pursuant to law and the rules of said Board. The Board met in open session in the Executive Conference Room, 3<sup>rd</sup> floor at the Davenport Administration Service Center, 1606 Brady Street, Davenport, Iowa, in said district. President Zamora called the meeting to order at 5:35 PM.

On roll call the following board members were present: President Patt Zamora; Directors Richard Clewell, Nikki DeFauw, Alan Guard, Ralph Johanson, Larry Roberson, and Timothy Tupper. Dr. Norbert Schuerman attended the meeting to discuss the search for the superintendent.

PROCESS: Dr. Schuerman updated board members on the progress he had made and explained the process he was using to conduct the search for a superintendent. He went over printing and editing of applications and brochures; news releases and his interview with media; web applications, mailing out materials to groups and individuals in the State of Iowa; and other communication methods. Dr. Schuerman has conducted meetings with Tom Jacobson and they reviewed expectations with assignments. Tom Jacobson will assist Dr. Schuerman in a number of ways. There has been interest in the application process and some inquiries have been made. We are in the process of advertising; and by working with McPherson and Jacobson we are getting access to such publications at reduced rates. There will be a number of postings in publications such as *AASA* and *Education Week*. The AEA District IX superintendents have been notified of the position opening and there have been other contacts made. Dr. Schuerman said the Board has been involved in Stage I at this point. We will be moving forward into Stage II and the interview process next.

SALARY, MCPHERSON, ADVERTISING, RECRUITING: Dr. Schuerman commented on the role of McPherson and Jacobson and how he plans to emphasize advocacy for the district. Tom Jacobson thought this arrangement was a very innovative approach and they want to help us find a qualified candidate. We need to attract a top-notch superintendent and there will be a lot of work on recruiting the right person who will be an aggressive leader with a high caliber of experience. Board members reviewed notes on advertising strategies, where to list, and publications available. The start date is being posted as July 1, 2006.

The Board visited ideas dealing with salary offerings and competitive packages. Each board member had an opportunity to express views on salary offerings. After some debate and review, it was the consensus to list a salary of approximately \$170,000 with a competitive benefit package. Dr. Schuerman will study data on other districts relating to salary and benefits for the Board as reference. The Board spent additional time talking about advertising and timelines to use. Dr. Schuerman will keep everyone informed and would like to meet with them again in late November or early December to give some updates. He will use some memos on general information throughout the search process. The Board was in support of advertising in *Education Week* but not in other expensive national publications. Dr. Schuerman went over some scheduling and work he will be doing as he makes contacts at meetings.

Dr. Schuerman was very encouraged with the progress being made and thanked a number of staff for their assistance. Linda Smith Kortemeyer, Brenda DeLa Cruz, and Karen Farley have all helped with work on the brochures, applications, and other areas of the search and these efforts are helping save some money.

ADJOURNMENT

President Zamora adjourned the meeting at 6:40 PM. The Board took a 20 minutes break before the Regular Meeting started at 7:00 PM.

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Linda Smith Kortemeyer, Board Secretary