

**Santa Monica-Malibu Unified School District
Board of Education**

SPECIAL MEETING

MINUTES

October 30, 2000

A **SPECIAL MEETING** of the Santa Monica-Malibu Unified School District Board of Education was held on Monday, October 30, 2000 at 4:00 p.m. in the Board Room of the administrative offices, 1651 Sixteenth Street, Santa Monica, California.

MEETING STARTED: 4:00 P.M.

Members of the public who want to address the Board should fill out the "Request to Address the Board" card and submit it to the secretary before their item is placed on the floor for discussion.

TABLE OF CONTENTS

- I. **CALL TO ORDER** 4:00 p.m.
 A Roll Call
 B Pledge of Allegiance
- II **SEARCH FIRM PRESENTATIONS**
 Each of the following Search Firms responded to the District's Request for Proposals (RFP) and was invited to present an overview of the services and assistance their firm will be able to provide the District in searching for a new Superintendent of Schools. These presentations were followed by board deliberation and determination of whether to hire a Search Firm at this meeting or to continue the discussion to the meeting of November 2, 2000 and select a firm at that time.
- | | |
|-----------|---------------------------------------|
| 4:00 p.m. | Hazard, Young, Attea and Assoc., Inc. |
| 4:30 p.m. | Cascade Consulting Group |
| 5:00 p.m. | California School Boards Association |
- IV **MAJOR ITEMS**
 A.1 Selection of Superintendent Search Firm
- III **PUBLIC COMMENTS TO CLOSED SESSION ONLY**
 CLOSED SESSION

 Conference with the Superintendent, Assistant Superintendents, District Counsel and/or Negotiations Team regarding 2000-01 negotiations with the Santa Monica-Malibu Teachers Association (SMMCTA), the Service Employees International Union (SEIU), Local 660, and non-represented employees, pursuant to Section 54957.6 of the Brown Act
- IV **ADJOURNMENT**
 The next regular meeting of the Board of Education is scheduled to be held on Thursday, November 2, 2000 in the Auditorium of HRL (Hughes Research Laboratories), 3011 Malibu Canyon Road in Malibu.

October 30, 2000

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

I CALL TO ORDER

4:00 p.m.

A Roll Call

Todd Hess - President
Tom Pratt - Vice President
Pamela Brady
Julia Brownley
Dorothy Chapman
Brenda Gottfried
Margaret R. Quiñones (excused)

B Pledge of Allegiance
Led by Mr. Hess

TO: BOARD OF EDUCATION

ACTION

10/30/00

FROM: SUPERINTENDENT/JOSEPH N. QUARLES

RE: SELECTION OF SUPERINTENDENT SEARCH FIRM

RECOMMENDATION NO. A.1

It is recommended that the Board of Education select one of the following firms as the District's Superintendent Search Firm.

Hazard, Young, Attea and Assoc., Inc.
Cascade Consulting Group
California School Boards Association

COMMENT: Each of the Search Firms listed above has made a formal presentation to the Board of Education, giving an overview of the services and assistance their firm will be able to provide the District in searching for a new Superintendent of Schools. If the Board of Education determines that further deliberation is needed before selecting one of these firms, this item may be continued to the meeting of November 2, 2000.

Discussion

-the president and vice president and interested board members will conduct the reference check before the next board meeting.

Note

Materials distributed at the meeting by prospective Search Firms are on file with the permanent minutes of the meeting.

It was moved by Mrs. Brady, seconded by Ms. Gottfried and approved by unanimous vote to offer Cascade Consulting Group a contract to conduct the Superintendent Search, pending positive reference checks and to take final action at the board meeting of November 5, 2000.

Ayes: All (6)

Noes: None (0)

IV ADJOURNMENT

The next regular meeting of the Board of Education is scheduled to be held on Thursday, November 2, 2000 in the Auditorium of HRL (Hughes Research Laboratories), 3011 Malibu Canyon Road in Malibu.

APPROVED:

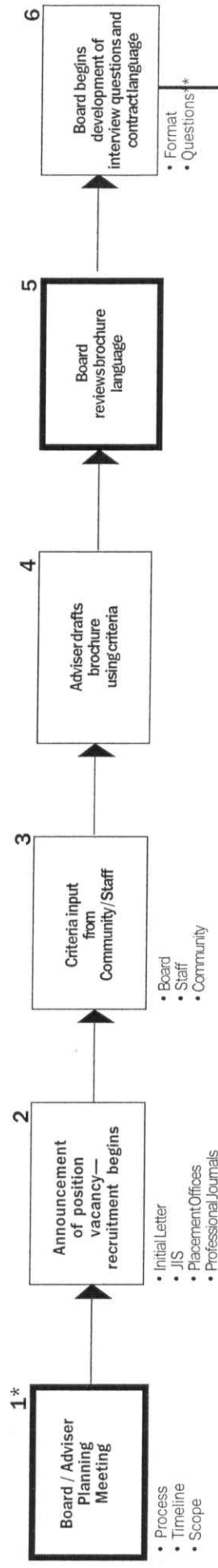
President: Goddard

Secretary: W. Schmidt

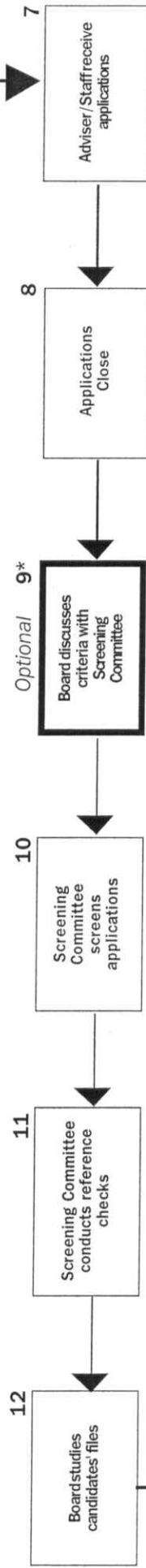
Events in the Process of the Selection of a Superintendent

Flowchart A

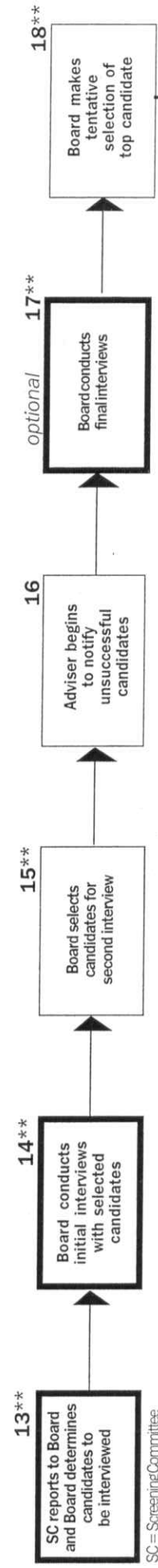
Planning and Criteria Development Phase (Blocks 1 through 6)



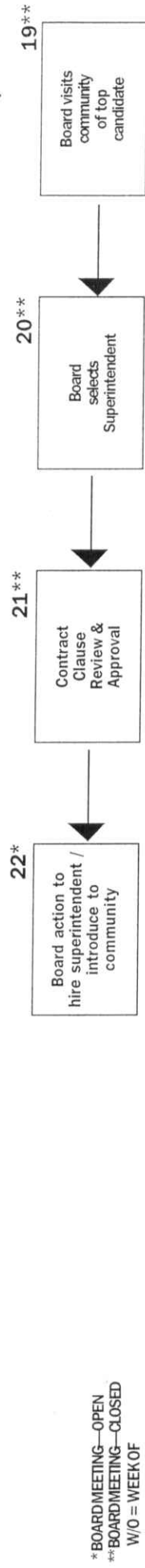
Paperscreening Phase (Blocks 7 through 12)



Interview and Selection Phase (Blocks 13 through 18)



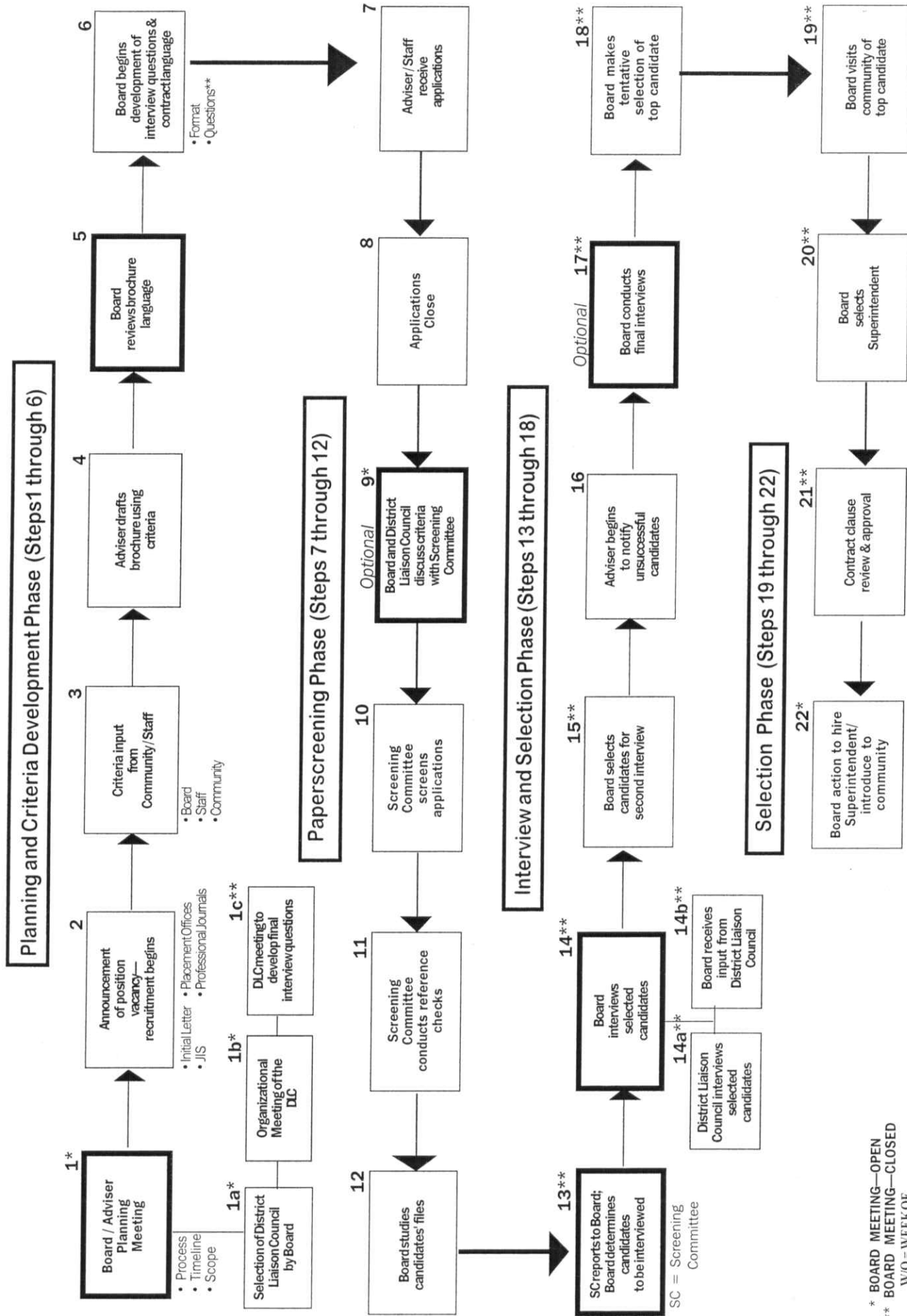
Selection Phase (Blocks 19 through 22)



* BOARD MEETING—OPEN
** BOARD MEETING—CLOSED
W/O = WEEK OF

Events in the Process of the Selection of a Superintendent Using a District Liaison Council

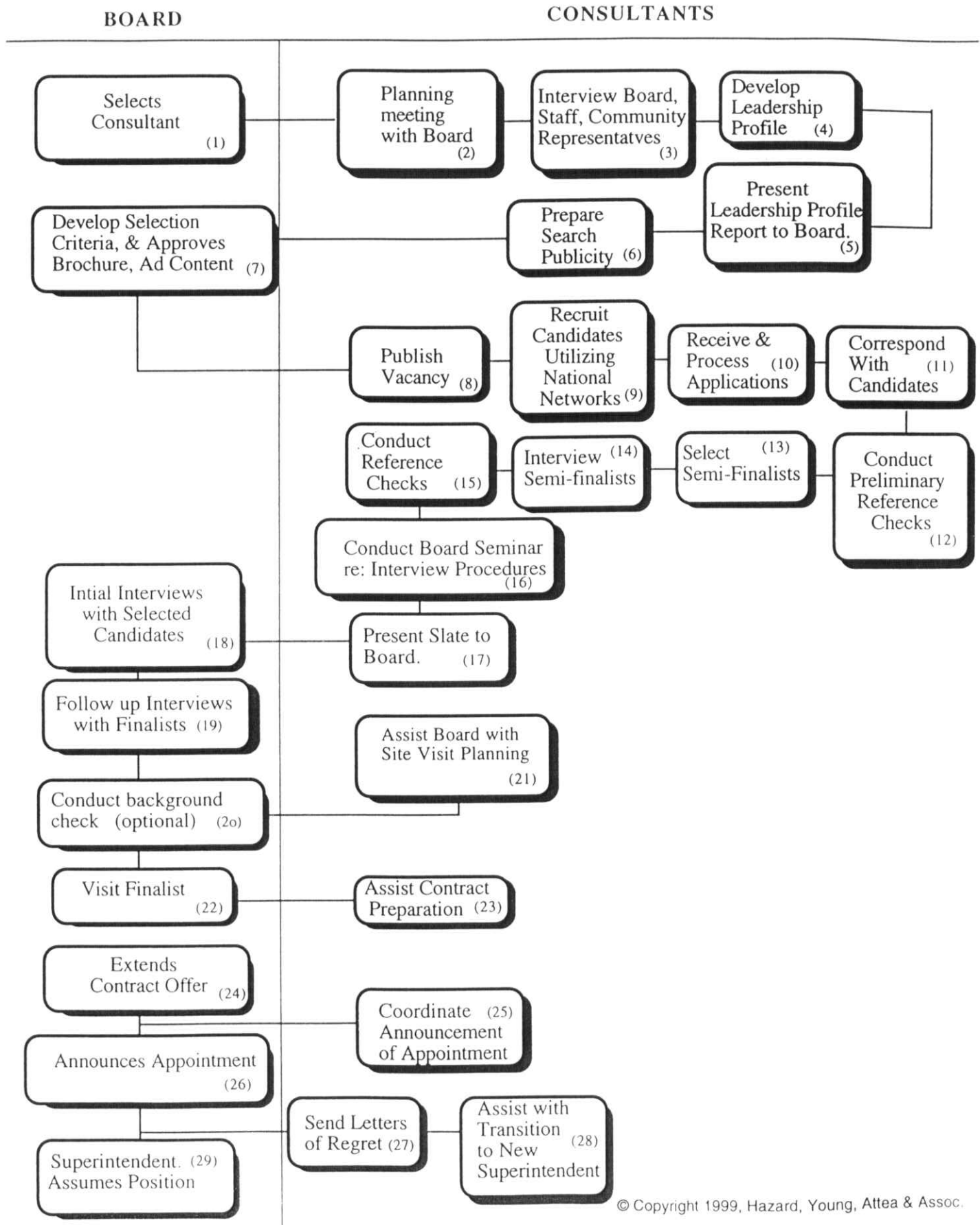
Flowchart B



* BOARD MEETING—OPEN
** BOARD MEETING—CLOSED
W/O = WEEK OF

HAZARD, YOUNG, ATTEA & ASSOCIATES, LTD.

SUPERINTENDENT SEARCH FLOW CHART



DRAFT

Santa Monica-Malibu Unified School District

SEARCH PLANNING MEETING

AGENDA

1. Review Search Process (flow chart)
2. Calendar for search
3. Persons to be included in Leadership Profile development:

Board Members (Individually)
District Administrators
Principals
Association Leaders
Teachers
Representatives of parent & community organizations
Community Forum
Past Board members
Clergy Association

4. *Leadership Profile Assessment* Form
5. Schedule of interviews with Board Members
6. Board Liaison during search
7. HYA liaison and consultants
8. Number of Candidates
9. Inside candidates
10. Salary and fringe benefits
11. National postings
12. Brochure preparation
13. Letter of Understanding
14. Other

Hazard, Young, Attea & Associates, Ltd.
1151 Waukegan Road, Glenview, IL 60025

III ADJOURNMENT

Motion was made by Mrs. Brady , seconded by Ms. Brownley and carried to adjourn the meeting at 8:10 p.m.

A second public hearing will be held on Tuesday, February 15, 2000 from 4:00 - 7:00 p.m. in the auditorium of Malibu High School, 30215 Morningview Drive in Malibu.

The next regular meeting of the Board of Education is scheduled to be held on Thursday, February 17, 2000 at 7:00 p.m. in the Board Room of the District's Administrative Offices, 1651 - 16th Street, Santa Monica.

APPROVED: 4/6/00

President: Todd Hansen

Secretary: Rebecca