

Longbranch Elementary SBDM Council

Special Meeting Tuesday, March 27, 2018

- A. Called to order at 4:05 pm in the Media center at Longbranch Elementary by Dr. Jim Detwiler. Dr. Detwiler is serving as the chair of council for the purpose of the hiring process of principal and shall have voting rights during the selection process. Ms. Lisa Fischer, Ms. Beth Cahill, Ms. Sonya Bessong, Ms. Lauren Ward, and Mr. Casey Seibert were present.

A handed out, KDE Guide for Selecting a Principal (A guide for school based decision-making councils) was reviewed.

- a. Selection of SBDM trainer for principal selection process – Ms. Ward motioned to select Ms. Jenny Watson as trainer to provide recruitment and interviewing techniques for the process of selecting a principal. Motion was seconded by Ms. Cahill and passed by consensus.
- b. Selection of statute-approved method for selecting candidates for principal position - Section 1 covers the legal requirements. Dr. Detwiler acting as the superintendent's designee, read out loud and explained the options. Mr. Seibert motioned to choose option #1 for the selection process. The council shall have access to the applications of all persons certified for the position. The principal shall be elected by majority vote of the membership of the council. Ms. Fischer seconded, and the motion passed by consensus.
- c. Review of policies, procedures, and timeline for the principal selection process – Dr. Detwiler will email a principal selection survey via IC to parents and staff. Community members will also be included. The survey will be posted from Thursday – Thursday. Some criteria that will be included:
- ✓ Supports diverse learning styles/diverse population and promotes progress for all
 - ✓ Commitment to closing the achievement gaps and proficiency for all students
 - ✓ Philosophy consistent with school mission statement
 - ✓ Knowledgeable and experience with the Leader in me program.
 - ✓ Practices the 7 habits

- ✓ Believes in the importance of addressing the social/emotional learning and the impact of trauma on children

Ms. Cahill and Ms. Ward suggested a school wide write project. Students K-5 would write a letter to our school hiring council in which they give their opinion on what makes a great principal and why.

Next meeting will be April 18 at 4:00 pm with Jenny Watson for training. Interviews will begin May 2 at 4:00 pm.

B. Audience of Citizens:

- Ms. Regina Melvin
- Ms. Trisha Bremer
- Ms. Julia Whalen
- Ms. Ellen Steele
- Ms. Michele Piatt
- Ms. Susan Niemi
- Ms. Meredith Larison
- Ms. Sami Cadwallader
- Ms. Kathy Molen
- Ms. Pat Lucia
- Ms. Jenna Stewart
- Ms. Susan Alig
- Ms. Amanda Leatherman
- Ms. Brittany Pendleton
- Ms. Meredith Palmer
- Ms. Donna Linesch
- Ms. Lori Maddux

Ms. Steele eloquently stated the preference for Assistant Principal Ms. Stephanie Stambaugh be in the front running for the job of principal. They presented a letter signed by every employee in the building that day (except for two subs and the members of SBDM). A copy of the letter is attached. They were hoping council would chose option #2 for the selection process.

SBDM Minutes

- C. Adjournment – Ms. Ward motioned to adjourn at 5:05 pm. Ms. Fischer seconded, and the motion passed by consensus.

Respectfully Submitted,
Mary Ellen Vollet, Council Secretary
Next Meeting Wednesday April 18, @ 4:00 pm
at Longbranch Elementary School

APPROVED