

**Bay City Public Schools  
Board of Education  
OFFICIAL PROCEEDINGS  
Board Workshop - Superintendent Search Process  
May 8, 2017**

**CALL TO ORDER**

President Zanotti called the Special Board Workshop to order on Monday May 8, 2017, at 5:30 p.m. in the Gymnasium of Washington Elementary School, 1821 McKinley Avenue, Bay City, MI. The purpose of the special workshop was to work with Mr. Rich Ramsey, Michigan Association of School Boards (MASB), to finalize superintendent candidate interview questions and to screen superintendent candidate applicants.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Trustee Baird and recited by all present.

**ROLL CALL**

Those present were President Zanotti and Trustees Baird, Bauer, Helmling, Jeske, Rademacher and Sepeda.

**CHANGES TO AGENDA** - None

**FIRST CALL TO AUDIENCE** - None

**APPROVAL OF AGENDA**

Trustee Helmling made the motion, supported by Trustee Sepeda, to approve the agenda as presented. Approved unanimously.

**AGENDA**

Mr. Ramsey took an opportunity to review the superintendent search calendar with the board members. On May 17 and 18, 2017, first round interviews will be at 5:30, 6:30 and 7:30 p.m. Three time slots have been reserved both nights for up to six candidates, however, if there are not six candidates who each receive at least 4 votes from the board, less interview slots would be needed. He asked the board to arrive at 5:15 on May 17 so that Mr. Ramsey could explain the evening's process a bit further. Second round interviews are planned for May 22, 2017, with the same three time slots reserved, 5:30, 6:30 and 7:30 p.m. This evening's goal is to determine the Board's list of candidates for whom to offer interviews.

**COMPLETE SUPERINTENDENT CANDIDATE INTERVIEW QUESTIONS**

Mr. Ramsey worked with the Board to finalize 17 First Round Questions and 16 Second Round Questions. The order that individual board members will ask the candidate questions was determined for both the first and second round questions. Mr. Ramsey explained to the Board that the same questions must be asked of each candidate; board members should not deviate from the list of questions so that it will be an impartial process for all candidates. The board also agreed that, during the second round questioning, if time permits, the audience will have an opportunity to offer additional questions on 3x5 cards that will be available. Mr. Ramsey will prescreen audience questions for duplications for the Board.

## SCREEN SUPERINTENDENT CANDIDATE APPLICATIONS

Mr. Ramsey reviewed each applicant by number only so that all applicants would remain anonymous. Mr. Ramsey reviewed each candidate's professional certifications, work experience and any other pertinent items that Mr. Ramsey was aware of for each particular candidate.

Each Board member was given an opportunity to identify their top candidates for interviews, identified by number. Five candidates received four votes or more and would be offered an opportunity to interview with the Board. Mr. Ramsey would immediately attempt to contact each candidate who is being offered an interview and will notify the Board when that process is complete. All candidates not offered an invitation to interview will remain anonymous. Only when the candidates have accepted an offer to interview can their names be released to the public.

**SECOND CALL TO AUDIENCE** - None

## ADJOURNMENT

The workshop adjourned at 6:09 p.m.

Following this special meeting and prior to the Regular May 8, 2017 Board meeting, Mr. Ramsey was able to reach all five selected interview candidates and all five accepted the Board's invitation. First round interviews are planned as follows:

### May 17, 2017

5:30 Steve Bigelow, Superintendent, Capac Community Schools

6:30 Justin Gluesing, Director of Human Resources, Alpena Public Schools

7:30 Joe Perrera, Superintendent, Whittemore-Prescott Area School District

### May 18, 2017

5:30 Matt Goebel, Director of Curriculum, Instruction, Assessment, Hastings Area Schools

6:30 Matt Schmidt, Superintendent, Bangor Township Schools

Second round interviews are planned for May 22, 2017.

Respectfully submitted,

Lorraine Jeske, Secretary

LAJ/smg