

**District Advisory Council – Subcommittee
Superintendent Search
Approved Minutes
March 11, 2014**

The School Board of Alachua County *District Advisory Council Subcommittee for the Superintendent Search*, was called to order by Chairman Janine Plavac at 5 p.m. in Conference Room E of the Kirby-Smith Center, 620 East University Avenue, Gainesville, Florida.

The following subcommittee members were present:

1. Janine Plavac, Chairman (High School teacher)
2. Scott Costello, Vice-Chairman (Business leader/parent) **Board-appointed**
3. Adam Boukari, Member (Assistant City Manager, City of Alachua)
4. Cynthia Chestnut – (Gainesville Community Member) **Board-appointed**
5. Sarah Freedman (Middle School parent)
6. Sue Legg – (Gainesville Community Member) **Board-appointed**
7. Rick Nesbit Arrived at 5:04 p.m. (Alachua Community Member) **Board-appointed**
8. Aimee Oelrich Arrived at 5:03 p.m. (Business leader/parent) **Board appointed**
9. Clay Reddick (Middle School teacher)
10. Sherry Sakai (Elementary School teacher)

Absent member:

Donna Sheffield (High School teacher)

Staff Members present: David Delaney, Board Attorney; Gunnar Paulson, School Board Chair; Everett Caudle, Director of Project Development; and Rose Ramos, Secretary.

WELCOME

Chairman Plavac called the meeting to order and thanked everyone for attending.

APPROVAL OF MINUTES

Motion by Mrs. Chestnut

Seconded by Mr. Boukari

Moved to approve the minutes of the February 25, 2014, DAC Subcommittee meeting.

Mrs. Freedman requested she be listed as a Middle School parent.

The question was called on the minutes as amended.

Upon Vote: Motion passed

REVIEW OF
SUNSHINE LAW

Chairman Plavac also welcomed Dr. Gunnar Paulson, School Board Chairman, to the meeting.

Dr. Paulson stated that, as the spokesperson for the School Board, he informed DAC Subcommittee members that several concerns were raised a week ago and he has requested Board Attorney David Delaney provide a brief overview of the Sunshine Law.

Mr. Delaney reminded DAC Subcommittee members of their role in the Superintendent Search process, which is to review the finalists and present a report outlining the strengths and weaknesses of each candidate. He emphasized that in order to keep the process transparent, DAC Subcommittee members should not text or email each other to discuss DAC business--**all DAC business should be conducted at DAC meetings.**

[Clarification from Mr. Delaney by email: The rule is that between members of the Subcommittee, DAC business should only be conducted at DAC meetings. In addition, DAC members should not text or email each other to discuss DAC business. It is perfectly ok for DAC members to discuss their work and the Supt. Search with anyone who is not also on the committee. They can also talk freely with other members on non-DAC issues.]

Members asked Mr. Delaney a few questions for clarification. He also informed DAC members to contact him if they had any further questions or concerns in the future.

Chairman Plavac noted that the DAC Subcommittee for the Superintendent Search has a high profile charge with great representation—all five (5) Board appointed members are on the DAC Subcommittee, along with six (6) who are regular members. She explained that members must be very diligent on how they conduct themselves because the community is watching to give an unbiased opinion on the strengths/weaknesses of the candidates.

Dr. Paulson expressed his appreciation to the members for their assistance and noted that there were concerns on how they were conducting themselves so Mr. Delaney provided the clarification on what members can and cannot do.

Dr. Paulson and Mr. Delaney left the meeting at 5:15 p.m.

Member Boukari felt it important to remind members that they are representatives of this committee. If someone in the community has a question, feel free to invite them to the meeting and hear opinions of others. He felt no one should be speaking on behalf of the Subcommittee.

Chairman Plavac addressed the issue of Interim Superintendent Hershel Lyons. She noted that the subcommittee is not in a position to consider him because he did not submit his application, so will not be considered as a semifinalist or finalist. The subcommittee is charged to report to the School Board on the strengths/weaknesses of the candidates.

She encouraged members not to speak for this subcommittee unless the subcommittee has come to consensus on an issue.

Member Nesbit suggested inviting people to the meetings who are interested in the process.

Chairman Plavac stated that, going forward, the DAC Subcommittee will do what it has been asked to do, and be objective.

DISCUSSION OF POSSIBLE INTERVIEW QUESTIONS AND SCENARIOS

Chairman Plavac provided everyone with the questions that were submitted by subcommittee members. Following discussion on the procedures and questions, the following process was agreed to:

- **Wednesday March 19** – Each Subcommittee member is to send their top three (3) questions (33 questions) to Chairman Plavac, which she will share with Board Attorney Delaney for approval.
- **Friday, March 21** – Chairman Plavac will send all the questions to the Subcommittee, which have been ranked by each member.
- **Tuesday, April 1** – Finalized questions will be shared with the entire DAC group, and their comments will be taken into consideration at the **5 p.m.** meeting, Conference Room E.

Mrs. Oelrich stated that she will be in Tallahassee and unable to attend the April 1 meeting.

- **Tuesday, April 15** – Members were encouraged to attend the Special School Board meeting, **3 p.m.**, Boardroom, where the finalists will be selected.
- **Tuesday, April 15** – DAC Subcommittee meeting at **5 p.m.**, Conference E.

OTHER BUSINESS

Chairman Plavac requested a draft copy of the Itinerary visits for the finalists, and members requested that their time slot for interviews begin at 3:30 p.m.

NEXT MEETING

The next meeting of the entire DAC group will be held on **Tuesday, April 1, 2014, 5 p.m., Conference E.**

The next meeting of the DAC Subcommittee for the Superintendent Search will be held on **Tuesday, April 15, 2014, 5 p.m., Conference Room E.** following the 3 p.m. Special School Board Meeting on the Selection of the Finalists.

Chairman Plavac thanked subcommittee members for their hard work and for developing a good plan. She requested members contact her if they have any questions or concerns going forward.

ADJOURN

The meeting adjourned at 5:50 p.m.