

**KENTFIELD SCHOOL DISTRICT MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES**

March 29, 2019 4:15 PM

Kentfield School District
750 College Avenue
Kentfield, CA 94904

Attendance Taken at 4:22 PM:

Present:
Davina Goldwasser
Sarah Killingsworth
Heather McPhail Sridharan
David Riedel
Quoc Tran

A. CALL TO ORDER - 4:22 PM

B. OPENING PROCEDURES

- 1. Pledge of Allegiance**
- 2. Approve Agenda**

Motion Passed: Passed with a motion by Quoc Tran and a second by David Riedel.

Yes Davina Goldwasser
Yes Sarah Killingsworth
Yes Heather McPhail Sridharan
Yes David Riedel
Yes Quoc Tran

- 3. Review Norms**
- 4. Focus on District Goals**

Minutes:

District Goals: Primary responsibility of the Board is hiring and supervising the Superintendent.

C. PUBLIC COMMENT

Minutes:

No one addressed the Board during Public Comment.

D. DISCUSSION - SUPERINTENDENT SEARCH

Minutes:

Discussion of options, including consideration of cost savings by sharing a Superintendent with another school district or a shared role of Superintendent/Principal. But challenge of how to consolidate administrative duties. Ask new Superintendent to look at ways to reduce administrative costs in the District. Discussion of Superintendent's job description, and asking Liz Schott to provide feedback on the role, ways to best leverage use of Superintendent's time; descriptions of typical day, week, and month would be helpful. Discussion of whether to solicit proposals from multiple search firms and concerns about timeline, as Board has a goal of hiring the new Superintendent no later than the end of June, 2019. Ideally would have time with Liz Schott and a new hire overlapping.

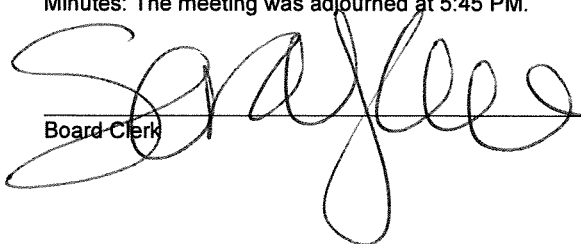
Motion by Killingsworth, seconded by Tran, passed unanimously: Board will commence the search for a search firm immediately by sending letters to multiple firms on April 1, 2019 soliciting proposals, with a deadline for receipt of proposals of April 10, 2019, and a goal to select the search firm at the April 16, 2019 Board meeting.

A sub-committee of Tran and Killingsworth will draft a letter to the search firms, send the letter to those firms, and review responses; subcommittee will then identify the top 2 candidates by April 12 and invite them to present at the April 16, 2019 Board meeting.

E. ADJOURNMENT - 5:15 PM

Minutes: The meeting was adjourned at 5:45 PM.

Board Clerk



Date

4/16/19