THE SCHOOL BOARD OF ST. LUCIE COUNTY

Special Meeting - May 1, 2003

MINUTES

The School Board of St. Lucie County held a special meeting in the culinary arts room at St. Lucie West Centennial High School on May 1, 2003 that began at approximately 7:15 p.m.

PRESENT: DR. JOHN CARVELLI, Chairman

Member Residing in District No. 3

MS. CAROL A. HILSON, Vice Chairman

Member Residing in District No. 2

DR. SAMUEL S. GAINES

Member Residing in District No. 5

MRS. KATHRYN HENSLEY

Member Residing in District No. 4

DR. JUDI MILLER

Member Residing in District No. 1

ALSO PRESENT: DR. WILLIAM VOGEL, Executive Officer/

Superintendent of Schools

MR. DANIEL B. HARRELL

Attorney to the School Board

DISCUSSION ON SUPERINTENDENT SEARCH PROCESS

Chairman Carvelli started the meeting and superintendent search consultant, Jim Huge, began by stating that the process of finding candidates for the district’s superintendent vacancy would be an “easy sell” due to the district’s reputation, its national and state recognition, and its consistent leadership of high quality.

Drafts of a search interview schedule and a suggested overall timeline was handed out for discussion. It was determined that

- the search would be limited to candidates from Florida or those who had

been in Florida. Mr. Huge had already made calls and would continue

to make contact with potential candidates;

- the application postmark deadline would be May 20, 2003 “or until

the position is filled” (so the search would not be limited to anyone and

the whole process would not have to be started over again);

- the qualifications for superintendent would not be listed up front on

the brochure in order to get as many applicants as possible. The salary

would also not be listed on the brochure;

- at the recommendation of Mr. Huge, a committee would be used--

the five board members would each appoint five people (three top names

and two alternates) to serve on a superintendent search committee for the

purpose of narrowing the applicants down to about five candidates who

would then be recommended to the Board. It was stressed that the composite

of the committee must be a cross section of the entire county/district keeping

in mind that the diversity had changed--it included more than just black

and white people. A committee size of 12-15 would be good--up to 25.

Chairman Carvelli and Mr. Huge would look at the composite of the

committee;

- Mr. Huge would put together a group of staff members on a representative

basis that would also conduct interviews with the candidates. It a teacher

was appointed to a committee it was suggested that the person be chosen

because they are an active community member or parent;

- Staff and community involvement would be needed when candidates came

to the district for interview;

- Another group of union and association heads would be formed to

participate in the candidate interview process;

- The deadline to submit names for committee/group membership was

May 6, 2003;

- The superintendent search committee would meet during the day on

May 28, 2003 and the Board would receive the committee’s recommendations

at a special meeting the evening of May 28, 2003 to select which candidates

were to be interviewed;

- A tentative schedule of June 11 - 13, 2003 was suggested, pending

confirmation from all individuals involved, to complete the arrival, tour,

interview and selection process. Candidates would come to the district on

June 11, tour and interview on June 12 and 13, followed by a special

board meeting on June 13, 2003 to consider final candidate. If this

timeline did not work, Mr. Huge indicated he would ask the Board to

call a special meeting to move dates back.

- Ms. Sue Ranew, Director of Personnel, was the main contact and was to

receive the applications.

- A reception from 5:30 p.m. - 7:00 p.m. would be added to the schedule;

- A dinner meeting with the Board would be scheduled with each candidate

the night of their arrival.

Discussion ended and Chairman Carvelli adjourned the May 1, 2003 special meeting at approximately 8:15 p.m.