

OFFICIAL MINUTES FROM THE BOARD OF TRUSTEES MEETING OF THE
ARKANSAS SCHOOL FOR THE BLIND AND VISUALLY IMPAIRED
ARKANSAS SCHOOL FOR THE DEAF

The Board of Trustees for the Arkansas School for the Blind and Visually Impaired and the Arkansas School for the Deaf met for special meeting August 1, 2023, at the Arkansas School for the Deaf.

Present: Susan Pack, Chair; Robert Fagan, Vice Chair; Dr. John McAllister, Secretary; Dr. Samuel Atcherson, Board Member; Philip Garner, Board Member; Dr. Gretchen Cobb, ASD Interim Superintendent; Holley Mott, ASD Parent Representative; Will Gorum and Sydney Morris, Interpreters; Members of the Deaf Community; Members of the Blind Community

Absent: Dr. Priya Gupta, ASBVI Parent Representative; James Caton, ASBVI Superintendent

Mrs. Pack called the special meeting to order at 5:00pm.

Joint Agenda

23-J-029 Training Session for Board and Search Committee Members

Mrs. Pack notified the board and committee members that two members will no longer serve on the search committee.

Discussion Items -

Training Session on Hiring New ASD Superintendent

Mrs. Pack introduced trainers, Ms. Lynann Barbero and Ms. Beth Tack with Region 14.

Ms. Barbero provided an overview of her professional background and experience.

Board and committee member introductions.

Hiring a new Superintendent is one of the most important actions as a Board.

The Supt. appoints leadership and direction for all educational activities.

The Supt. shapes the process of educational programs, services, and community support.

The Supt. ensures board priorities are implemented as intended.

Across the US – 15 schools and programs are looking for a deaf superintendent. Approx. 7 are filled.

The board needs to be thinking about any needed changes at ASD, accelerating the rate of improvement for students, potential challenges the new Supt. may face, any unmet needs, and what kind of Supt is the board looking for? Ground rules must be set for individual board members regarding recruitment and public notice. Lastly, establish a timeline for the public.

Timeline started in May when the previous supt. resigned.

May through July board met to accept resignation and adopt procedures for new supt. search.

July and August advertise position and establish a committee.

A selected member (chairperson) provides updates to the broader community on the search by website.
By August 31, the board will determine if sufficient applications are received to begin screening and interviewing. If not, position advertisement should remain vacant.
The board decides how the committee is involved.
First week of September, screening process is conducted by ADE and board chair.
By end of the week, search committee chairperson is sent applications.
Second week of Sept, committee meet to review and select up to 5 candidates for consideration.
Board chair takes committee recommendations, organizes, and shares with all board members.
Sept. end, establish a committee forum or meet-and-greet to meet the finalists.
Board will review the committees work and decide on candidates to be interviewed.
Candidate interviews conducted on campus in October.
Each candidate asked same interview questions, follow-up questions may vary.
After each committee forum opportunity, committee members are provided a feedback form to complete for each candidate. Collected and tabulated by ASD Supt. Assistant.
The board conducts finalist interviews during executive session at monthly or special meeting.
After interviews, the board acts during open session to offer position, move to re-advertise, or name / continue interim supt.
Committee participates in discussions and forums on direction and priorities of the school.
Members can make suggestions, spread the word, express views, and rank candidates.
Committee does not receive access to background and reference checks.
Committee members are advisory to the board and must sign confidentiality statement.
Members should review applications and resumes with a prepared rubric with ranking 1, 2, 3.
Committee members can participate in selected candidate interviews (not recommended)
Board should prepare multiple opportunities to meet the finalists and the boards expectations.
The board and ADE will negotiate and ratify employment contract if a candidate is selected.
Board will announce to school community of selection or of re-advertisement along with timeline.
The board members are responsible for all activities and tasks.
ADE has share responsibility with the board.
Search committee needs to select a committee chair to oversee the committee work.
Committee chair responsible for coordinating all the committee work.
Board must hire the candidate in consultation with the Secretary of Education.
End of formal presentation.

23-J-030 Motion to Adjourn

Mrs. Pack made a motion to adjourn. Motion carried.



Susan Pack, Chair



Dr. John McAllister, Secretary

