

**Salmon School District #291  
Board of Trustees  
Special Board Meeting Minutes  
March 11, 2022**

The meeting was called to order at 6:01 PM by Vice Chair Juniper McFarlane.

Present were Vice Chair Juniper MacFarlane, Trustee Tammy Dahle, Trustee Kellen Miller, and via telephone Chair Chuck Overacker. Absent was Trustee Natelson. Also present were Superintendent Chris Born, Director of Finance Eileen Holden and Idaho School Board Association trainer Lisa Sherrick.

Trustee Dahle made the motion to amend the agenda to move the executive session to after the Discussion/Information section on the agenda. Trustee Miller seconded the motion. Passed 4/0.

The Pledge of Allegiance was led by Vice-Chair MacFarlane.

Chairman Overacker excused himself.

Lisa Sherrick then covered the topics of Hiring Best Practices, Open Meeting Law, Superintendent Qualifications, the timeline for what's next process, and what to do moving forward with candidate finalists and releasing of names.

She also discussed that during the executive session they would be going over the application packets, the candidates' qualifications, the media search on the candidates and if any questions can call attorney if need be. There is also a confidential agreement all in the executive session must sign that states names and information of non-selected candidates cannot be discussed or released.

Lisa Sherrick also discussed that it is prohibited to discriminate hiring based on the EEOC (Equal Employment Opportunity Commission).

Then the ways to be certified as a Superintendent was covered:1. Have an Idaho Superintendent certificate, 2. Be certified out of state for Superintendent then apply for an Idaho certificate. This usually results in a 3-year interim certificate., 3. Enrolled in a University program that leads to recommendation for a Superintendent Certificate, and they can receive a letter from the university stating anticipated graduation date.

Each finalist will have reference calls made by Board members and ISBA. The same questions will be used by all Board members.

Chairman Overacker rejoined the meeting via phone at 6:15 pm.

Trustee Miller moved to go into Executive session 74-206 (1) A: To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, unless a vacancy in

an elective office is being filled. Trustee Dahle seconded the motion. Roll Call vote to go into executive session: Vice Chair MacFarlane, Trustee Dahle, Trustee Miller, Chair Overacker all voted aye.

During the Executive Session, application packets with media searches were reviewed. The Board moved out of executive and into regular session at 7:17 pm.

Chair Overacker left the meeting.

Trustee Miller made the motion to accept the amended agenda. Trustee Dahle seconded the motion. Motion carried 3/0.

Trustee Miller made the motion to move forward with Candidates Christopher, Troy and John to the second phase. Trustee Dahle seconded the motion. During discussion Vice Chair MacFarlane stated that the three candidates met the requirements and Trustee Dahle stated she felt good about going forward with the three candidates. Motion passed 3/0.

Lisa Sherrick discussed the next steps. She will try to set up interviews for somewhere between March 18-23. Preference would be to have a meet and greet with the public followed by the interviews on the 22nd. During the regular meeting on the 21<sup>st</sup>, an executive session will be on the agenda to discuss results of the reference calls. The meet and greet, if possible, would be Tuesday March 22 followed by executive session interviews. Candidates will be in separate rooms where the public can visit with them, right comments on notecards for the Board to review. One candidate may be interviewed via zoom due to the distance they may have to travel. Lisa stated that there would be an open meeting section to the agenda following the interviews where the board will discuss if they want to go forward with one final candidate and nominate a person to negotiate final contract with the candidate, or if they do not like any of the candidates the Board could go forward with reposting the job.

Trustee Miller moved to set up the meet and greet from 5 to 6 pm on Tuesday March 22 followed by executive session for interviews, and open meeting following the interviews along with releasing the finalists' names. Trustee Dahle seconded the motion. Motion carried 3/0

Lisa Sherrick stated that ISBA will notify the three finalists going forward and will assign reference checks to the Board members. The three finalists are Christopher Burr, Dr. Troy Easterday and Dr. John Shumway.

She then covered the 10 questions to be used by reference checks and then added two additional questions one to cover knowledge of school finance and one to ask if they would hire the individual. She will send the final list of questions and reference checks to Superintendent Born for him to pass on to the Board members.

During the meet and greet, Superintendent Born, Director of Finance Holden and Lisa Sherrick will be in the rooms with the candidates and encourage patrons to write comments on notecards for input to the Board.

On Monday March 14, notice will be sent out via radio, website, Facebook and the article will be in the paper that week.

Meeting then adjourned at 7:52 pm

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Chuck Overacker, Chairman

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Date

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Chaylin Farrand, Board Clerk

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Date