

SBDM Special Meeting Approved Minutes
Central Office
February 15, 2018

Members Present: Lauren Trame, Cindy Harvey, Shari Kilmer, Amy Kromer, Carol Munson, Meghan McElheney

Others Present: Malina Owens

Meeting was called to order at 5:05.

OPENING BUSINESS

- Reading of the mission statement.
- Review agenda
- Approval of the Minutes: Cindy Harvey motions to approve the minutes, Shari Kilmer seconded the motion.
- Interviews set for March 5th at 4:00 pm with interviews set up in one hour increments to allow for discussion between candidates. Carol motioned to approve, Amy seconded motion.
- Additional interview date will be March 8th at 4:00pm. Shari motioned to approve, Meghan seconded.
- Meeting to create interview questions and review applications February 26th at 5:00 pm Amy motioned to approve, Cindy seconded.
- Advertising for the principal selection process will be done through the KDE website and the Kenton County School District website. Meghan motioned to approve, Shari seconded.
- Carol motioned to accept the Caywood Principal Selection Criteria Draft, Amy seconded.
- Electronically survey parents, staff, and community groups who regularly collaborate with Caywood by February 22nd Amy motioned to accept, Shari seconded.
- We have decided to use the following methods to gather information: applications and resumes, electronic search, in-person interviews, reference checks by superintendent or central office, reference checks by council members, Meghan motioned to approve, Shari seconded.
- We would like continue with the Principal Selection Process as outlined in KRS 160.345 Section 2 (h2.a.ii) motion to approve by Amy, seconded by Cindy.
- Carol motioned to adjourn at 7:50, Shari seconded.