

WORK SESSION	The North Polk Community School District Work Session, Saturday, March 13, 2021 9:00 a.m. Virtual Meeting
BOARD MEMBERS PRESENT	David Potter, President presiding (virtual) Keith Bormann (virtual) Joe Heintz (virtual) James Hill (virtual) Travis Davis (virtual)
VISITORS	Kevin Hatfield and Molly Schwarzhoff - Ray & Associates (virtual)
CALL TO ORDER	The work session was called to order by President Potter at 9:00 a.m.
APPOINT BOARD MEMBER TO ACT AS BOARD SECRETARY	Appointed President Potter to act as Board Secretary.
INITIAL PLANNING MEETING WITH SUPERINTENDENT SEARCH FIRM	Initial Planning Meeting with the Superintendent Search Firm- Ray & Associates. The following items were discussed: <ol style="list-style-type: none">1. Procedures regarding reimbursement of candidate travel expenses by the District.2. Established a timeline for Superintendent search3. Determined the constituent groups for the input process4. Director of Human Resources, Amelia Clark, will serve as the in-house contact person for Ray & Associates.5. Dave Potter will serve as the School Board contact person6. Amelia Clark and Communications Director, Jess Hartgers, will serve as the contacts for the promotional flyer (job description) and application materials7. Reviewed the online application8. Reviewed the various advertisement options9. Reviewed the State of Iowa requirements for the position (Chapter 16 of the Board of Education Code)10. Discussed whether the Board would be willing to offer a contract to a finalist who would need to obtain Iowa licensure11. District Financial Manager, Calli Landenberger-Boeckmann, will serve as the contact for all of Ray & Associates invoicing.
EXEMPT SESSION	The Board entered Exempt Session at 9:51am to discuss the salary and benefits of the Superintendent position. The Board exited Exempt Session at 10:13am and ended the Initial Planning meeting with Ray & Associates.
PUBLIC STATEMENTS FROM INDIVIDUAL BOARD MEMBERS	<ol style="list-style-type: none">1. Board reviewed the parameters regarding Exempt Sessions.2. Board discussed public comments regarding Prom.
ADJOURNMENT	The meeting was adjourned by President Potter at 10:21a.m.

**David Potter, Board President/Appointed Board Secretary
North Polk Community School District**

It is the policy of the North Polk Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices.