

**Special Board Meeting
MINUTES
4-29-14**

I. CALL TO ORDER

President Zieler called this meeting to order: 6:14 pm

II. PLEDGE OF ALLEGIANCE

The pledge was led by: President Zieler

III. ATTENDANCE

Board Members - President Jim Zieler, Mr. Brent Overson, and Mrs. Eve Patterson; Superintendent Mr. Larry Heap, Finance Director Mr. Jacob Boyle; and Board Executive Secretary Mrs. Tanya Sparks were in attendance. Board Members Mrs. Leslie Wenhardt and Mr. Clint Wiltbank were excused.

IV. ITEMS FOR DISCUSSION AND/OR ACTION

Discuss and may consider approval of the draft advertising brochure for the position of District Superintendent.

Discussion: The Governing Board will discuss and may consider language presented in the draft advertising brochure for the position of District Superintendent provided by the Arizona School Boards Association (ASBA). The board may consider the language as presented or direct ASBA to adjust the language, place additional language in the brochure or remove language as the Board determines appropriate.

President Zieler said we need to approve the brochure tonight and the biggest thing we need to do is determine what salary range to advertise. The position will be open tomorrow by 5:00pm and close on May 12th at noon.

President Zieler – Let’s talk about the salary range first. It’s still going to be up to the Board what to offer the Superintendent. We want to make sure that range would cover what candidates we would potentially get. We need to be reasonable with the bottom range amount and we don’t want to get ourselves in trouble but we also need to be high enough we are attracting the right kinds of people.

Superintendent Heap has provided us with some more salary information comparing surrounding schools.

Superintendent Heap – For years we have tried to compare ourselves with the surrounding school districts so that we are dealing with the same demographics as us. Holbrook and Winslow and some of those other districts receive other federal aid, impact aide, etc., which we can’t compete or compare with. The six surrounding schools we’ve compared ourselves to are what we’ve always worked off. Those schools include: Round Valley, Show Low, Snowflake, Blue Ridge, Heber, and Joseph City.

President Zieler - The benefit packages are also tied to this salary so there are a lot of variables to look at.

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Superintendent Heap referred to page 3 of the handout ASBA provided. He said this is something you will need to consider. Remember when the law passed not to exceed the 20% for performance pay, you can see in the information ASBA provided, that some of those figures show that they are paid in addition to the base salary and others do not. You don't want to forget that factor as you go into this.

Mr. Overson agreed and said that makes a big difference especially when you look at Sanders for example.

President Zieler asked if Mr. Boyle had some input from a Business Manager's perspective.

Mr. Boyle mentioned to the Board earlier this month that he looked at five schools on the mountains. St. Johns is one of the two that has experienced an increase in Administrative costs over the last number of years. This would be a perfect opportunity to consider a competitive salary plus a good time to consider a savings to the District. St. Johns and Blue Ridge were the only two that have seen an increase where others have seen decreases over the last 10 years. He said he doesn't know what a competitive salary is and feels you've done more research on it more than he.

Mrs. Patterson said she's somewhat concerned that our student numbers don't seem to be holding steady.

Mr. Overson – We are little closer to Joseph City and our salary is a little bit better/higher.

President Zieler felt that he jumped out there a little too soon on the email he sent listing the base salary amount. He may not have started the range low enough.

Mr. Boyle referred to the highest paid principal on their placement schedule. If you have someone coming in with zero experience as superintendent and you are qualifying them based on their principal experience, that step (10) may not be too far off the base salary for Superintendent.

President Zieler said maybe we can put the salary range up to \$110,000 to make it more attractive but we have no interest in paying that amount.

Mr. Overson – No we don't want to pay that much and feels that might make people mad that we are putting too big of a gap.

President Zieler asked what Mrs. Patterson's gut feeling is.

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Mrs. Patterson said part of it depends what we are going to do with the benefit package. That has a lot to do with the amount.

President Zieler said it depends on how you read it, whether that amount includes the package or not. The only thing pressing is we just need to put in a number for the brochure to go out tomorrow. He said we need to provide enough of a range which could include the benefit package, etc. The other is the Performance Pay. Maybe we need to just decide on the top number for now.

President Zieler asked how all feel about the range of \$90,000 to \$100,000.

Mrs. Patterson said you could also go up as far as \$105,000 and we could discuss at a later date if we want that to include the benefit package.

President Zieler said to remember we have the ultimate say. If we advertise \$90,000 to \$100,000 we have an applicant that we are amazed with, we can always go higher. This range is just to attract applicants.

Mrs. Patterson said she feels more comfortable with \$90,000 to \$100,000. She's looking at the other comparable schools such as Show Low who lists their base salary at \$89,000 and Blue Ridge at \$90,000 and these are big schools. Even Winslow with Impact Aid money, their base salary is \$89,000.

Mr. Overson said he feels he would like to list up to \$105,000 on the brochure just to attract interest.

Mrs. Patterson agreed that to be okay with her.

President Zieler asked if Superintendent Heaps had any more thoughts.

Superintendent Heap said he would like to point out that he doesn't know how other Superintendent contracts are done but he's had things added to his contract after so many years. His first Superintendent contract was \$56,000. They originally offered the job to someone else at \$72,000 but turned it down so he was offered it at \$56,000. Then when he got his Superintendent certificate they moved the amount back to \$72,000. Then five or six years later the annuity was added. Different things were added through all the years serving in the position. It was not a contract like what it is now.

Mrs. Patterson said that makes a lot of sense.

The Board agreed to list the salary range on brochure at \$90,000 to \$105,000.

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President Zieler - He would like to add another bullet to the brochure under professional skills. He's not sure of how to word it.

Mr. Boyle suggested, "Experience in budget preparation/budget allocation," or something like that.

President Zieler said yes something like that

Mr. Boyle said there is policy under the requirements for a Superintendent which is where most of these bullets came from. These are from our adopted policy.

President Zieler read from another district brochure under expertise and aptitudes: "Successful experience with conducting bond and override elections.

Mrs. Patterson thought that would be great to add to ours.

President Zieler - Add bullet to read: **Successful experience with conducting bond and override elections.** That will be under Professional Skills.

Mr. Overson – In reality if we add these two bullets it won't matter too much. He feels the main factor was deciding the salary in his opinion.

President Zieler said add another bullet to read: **Demonstrated experience in preparing, allocating and managing budgets.**

President Zieler – These added bullets will hopefully prepare them.

All agreed with the additional bullets to be added under Professional Skills.

Motion/Second to approve the advertising brochure with the Superintendent position salary range of \$90,000 to \$105,000 with the additional bullet points we discussed and a couple of corrections being: the 2016 year term on Mrs. Wenhardt correction and the spelling of Pinetop correction.

Motion –Mrs. Patterson; 2nd-Mr. Overson; unanimous

VII. ADJOURNMENT

Motion/Second to adjourn the April 29, 2014 Special Board Meeting

Motion – Mrs. Patterson; 2nd – Mr. Overson; unanimous

Meeting adjourned – 6:50pm

Board Approved , 2014

Board President _____ Date _____