

Western Maricopa Education Center, District 402
 District Office: 5487 N. 99th Avenue, Glendale, AZ 85305
 January 19, 2022
Governing Board Study Session Meeting Minutes

Governing Board Chairman, Frank Straka, began the Study Session at 4:30 pm. Governing Board Members present/online were: Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, Michael Hutchinson, and Juan Ramirez.

West-MEC staff in attendance/online were: Greg Donovan, Anna Abe, Deb Godley, Holly Medina, Tamara Greabell, Joel Wakefield, Speranta Klees, Darin Sowby, Chris Cook, Troy Gabaldon, Daniel Hester, Naomi Amaya, Barbara Thompson, Dodie Montenegro, Lillian Castrovinci, Monica Hook, Brady Mitchell, Tramane Marshall, Layne Perales, Stephen Weltsch, Marilyn Babyar, Jack Erb, Spencer Isom, John Kukowski, George Gerardo, Jarett Guy, Susan Leon, and Dee Markham.

Others in attendance/online were: Jeanine Guy and Susan Segal.

TOPIC: The West-MEC Governing Board Will Discuss the Process Forward of a Search and Selecting a New Superintendent Including but not Limited to:

REVIEW SUPERINTENDENT QUALIFICATIONS SUMMARY - AGENDA ITEM #1

The Governing Board discussed the qualifications they required and preferred for the Superintendent’s Job Description. Juan Ramirez has been charged with finalizing the list:

Required	Preferred	Requirements
yes		* Operational experience with a large company or educational institution.
	yes	* Experience as a public-school administrator.
yes		* Effective written and verbal communication skills, building stakeholder relationships including Advisory Committees.

yes		* Experience building and maintaining a well-run organization; someone skilled in hiring and retaining talent, especially the management team that will assist in the implementation of his/her vision. Someone who is attentive and responsive to the changing needs of the staff, teachers, and private and public partners.
		* Experience with Adult Education.
		* Experience with Public Finance.
		* Public Procurement Experience.
	yes	* Experience in construction and design.
yes		* Community involvement.
		* Contract negotiations.
		* Someone who can articulate a vision for a path forward. Someone who can effectively communicate visions and goals, measures progress, and implement accountability measures.
yes		* Understanding of local, state, and federal laws.
		* Someone that understands proper procurement practices.
Leadership Skill		* Someone that sets a high standard for themselves and those around them
Leadership Skill		* Someone that is kind.
Leadership Skill		* Organized.
		* Someone who can bridge pathway for CTEDs to college or workforce including industry certifications.
	yes	* Experience coordinating and working with local business.
	yes	* Must have Arizona Superintendent Certificate or reciprocal from another state.
	yes-willing to earn in a timely manner	* Must have Arizona Administrator Certificate or reciprocal from another state.
yes		* Must have a thorough knowledge of CTSO's, their purpose, function, and operation.
	yes	* Involvement at some level of CTSO experience.
	yes	* Experience in Educational Administration.
yes		* Demonstration of track record of seeking out innovation and bringing it into West-MEC.
yes		* Experienced in building coalitions and partnerships with private and public entities.

yes		* Someone skilled in hiring and retaining talent, especially the management team that will assist in the implementation of his/her vision.
	yes	* Someone with a track record of creating an environment that fosters professional development and collaboration.
Communication		* Someone who is a good listener and will act on the needs of the stakeholders, including administration, staff, students, parents, and the community.
yes		* Someone who demonstrates a personal interest in the success of his/her students. Someone whose career evidences a passion for education.
yes		Master's Degree.
yes		* Some sort of experience in CTE or the trades in general.
		* Experience crafting and implementing policy in-house rather than relying on outside organizations to write policy.
		* I want candidates who are dedicated to working for the Board, and not a candidate who feels that a Board is a hindrance that must be "managed." I want a Superintendent that does NOT attempt to way or persuade Board Members in any way or work with associations or business partners to attempt to bypass or pressure Board Members.
		* I will also immediately reject any candidate that has been a member of a race-based organization of any kind. Superintendent shall maintain residency within the District during employment.

REVIEW SUPERINTENDENT APPLICATION QUESTIONS - AGENDA ITEM #2

Frank Straka asked that each of the Governing Board Members send him 3-6 Application Questions.

REVIEW SOME INTERVIEW QUESTIONS - AGENDA ITEMS #3

Frank Straka asked that each of the Governing Board Members send him 3-6 Interview Questions.

OTHER BUSINESS RELATED TO THE SEARCH - AGENDA ITEM #4

- The Business Office is to call GR Recruiting to see how much it would cost just for advertising the Superintendent position.
- Develop a mechanism to collect feedback to see what community member would want to be involved on the Superintendent Interviewing Committee.
- Staff interested in being involved with the Superintendent Interviewing Committee have already been compiled and sent to the Board Chairman.
- Board Members were asked to keep Wednesdays at 4:30 pm open for future meetings.

ADJOURN - AGENDA ITEM #5

The Governing Board Study Session was adjourned at 6:03 pm.

Respectfully Submitted,

Dee Markham | Governing Board Secretary

Dee Markham

