**MORNINGSIDE ELEMENTARY**

**SPECIAL SITE BASED COUNCIL MEETING**

**(PRINCIPAL SELECTION)**

**JUNE 1, 2012**

*Members Present*: Karla Buckingham, Karen Henson, Tabitha Kerr,

Mr. Gary French, Superintendent of Schools

1. **CALL TO ORDER**. The meeting was called to order at 9:35 a.m.
2. **APPROVAL OF MEETING AGENDA**. On a motion/second by Tabitha Kerr/Karla Buckingham the meeting agenda was approved. Tabitha Kerr made a motion to move item #7 before item #6, the motion was seconded by Karla Buckingham.
3. **DRAFT CRITERIA**. On a motion/second by Karen Henson/Tabitha Kerr, a draft of criteria was developed.

1. **Teaching and Learning:**

* Utilizes data and supports instructional practices to improve learning for all students and close the achievement gap.
* Demonstrates understanding of new standards and curriculum development.

2**. Leadership:**

* Leads the school improvement process
* Models openness to change

1. **Culture:**

* Promotes an open, supportive and collaborative learning environment.
* Maintains a commitment to high expectations and academic excellence

1. **Ethics:**

* Model personal and professional eethics
* Demonstrates Integrity, Justice and Fairness

1. **Communication:**

* Demonstrates good listening skills
* Models respect and dignity
* Promotes a timely flow of information

1. **Management:**

* Ensures a safe and positive environment
* Continues to support a school-wide instructional discipline program
* Aligns resources to achieve the school and district vision

1. **TIMELINE/LOGISTICS FOR DISTRIBUTION**. On a motion/second by Karla Buckingham/Tabitha Kerr approved the Distribution of Survey and use the Survey Monkey website to distribute the survey to stakeholders.
2. **INFORMATION GATHERING**. On a motion/second by Tabitha Kerr/Karen Henson the process of gathering Candidate Information was approved.

Review Applications/Resumes,

Inperson Interviews,

Reference Checks,

Electronic Search

1. **APPROVAL TO ASSIGN INTERVIEW QUESTIONS TO BE DEVELOPED**. On a motion/second by Karen Henson/Second by Karla Buckingham the development – assignment of interview quesetions was approved. Each council member will bring five questions with them to the next meeting for discussion.
2. **APPROVAL OF A TIMELINE**. On a motion/second by Karla Buckingham/ Tabitha Kerr, the *tentative* timeline was approved:

June 4 - 8 Gather input information from stakeholders (survey)

June 7 - Application Deadline

June 8 – Special Meeting

June 11-15 Interviews @ CO

June 25 - Special Meeting

June 26 - Special Meeting

1. **ADJOURNMENT**. On a motion/second by Tabitha Kerr/Karen Henson, the meeting was adjourned at 12:00 p.m.