

The Board of Directors of the Cedar Falls Community School District in the County of Black Hawk, State of Iowa, met in special work session pursuant to the laws and rules of said Board at the James L. Robinson Administrative Center, 1002 West First Street, Cedar Falls, Iowa, at 6:00 p.m. The meeting was called to order by the President and the roll being called there were present Deon Senchina in the chair, and the following named Directors: Jim Brown, James Kenyon, Susan Lantz, Jenny Leeper, David Williams and Joyce Coil. Others in attendance were: Douglas Nefzger, Director of Business Affairs, Dan Conrad, Director of Secondary Education, and Dr. Adrian Talbot, Director of Human Resources. Also in attendance: Dr. David Else, Paul Bisgard and Emily Christensen.

President Senchina welcomed Dr. David Else and Mr. Paul Bisgard from the Else Leadership Group. Dr. Else reported on January 31, 2012 Mr. Bisgard and himself met with seven different focus groups to determine the quality desired in an educational leader for the Cedar Falls Community School District. Those seven groups included students, administrators, two community/business representative groups, teachers, supervisors/central administration office staff and Directors. Dr. Else reported that each group was given 22 different qualities desired in an educational leader and the groups found consensus on seven of those 22 qualities. Each of those qualities were then combined and reviewed with the Cedar Falls Board of Education. Upon reviewing the input of all seven focus groups the Board determined the following qualities desired for a superintendent of the Cedar Falls Community School District.

The superintendent is an individual who has:

- A record of proven educational leadership with effective communication skills; actively seeks input and is willing to listen.
- A firm commitment to and recognizes the value in being visible, accessible and approachable in classrooms and in the school and community.
- A collaborative and innovative style that is responsive to diverse community interests and needs; able to mobilize community resources.
- A commitment to weigh all major decisions as to the ultimate impact on students; is an advocate for students being citizen, career and/or college ready.
- Deep personal humility, unquestionable integrity and firm ethics; acts with calm determination and relies on inspired standards.
- Has a shared vision, systemic approach and demonstrated ability to collaboratively develop plans, identify and select quality staff, set goals, clarify expectations, follow through and hold the system accountable.
- Extensive knowledge of teaching and learning research and practice with a demonstrated commitment to raising expectations, engaging in professional development, increasing student achievement and promoting student growth.
- An awareness of developments in education, politics and society which affect the organization in a significant manner.

The Board and Dr. Else then reviewed other requirements for the position of superintendent of Cedar Falls Community Schools including:

- Job specifications
- Educational requirements
- Salary
- Length of contract
- Community involvement

The Board determined the minimum salary for this position will be \$180,000 with a \$5,000 relocation expense. Posting for the position will begin February 3, 2012 and closing date will be March 5, 2012. The Board will hold a meeting to review the applications the week of March 12<sup>th</sup> with interviews tentatively scheduled for the week of March 19<sup>th</sup>.

Adjournment

Director Williams moved and Director Kenyon seconded the motion to adjourn. Directors voting in favor of the motion: Brown, Kenyon, Coil, Senchina, Williams, Lantz and Leeper. Those voting “no” none. Motion carried. The meeting adjourned at 9:35p.m.

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Secretary

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President