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Mission Statement

Together we are committed to graduating and preparing all children for success in college and careers.

MINUTES
SPECIAL BOARD OF EDUCATION MEETING
October 2, 2012
Central Administration Office – Board Room

- 1.00** President Harold called the Meeting to order at 8:33 a.m.
Roll Call was taken with the following members present: Mr. Henry Allen Jr., Mrs. Tammy Harold, Mr. Chuck Irons, Mrs. Marie LaVere-Wright, and Mr. Chris Wright.
- 2.00** **Welcome and Pledge of Allegiance**
President Harold welcomed those in attendance and invited them to join the Board in the Pledge of Allegiance.
- 3.00** **Approval of Agenda**
President Harold requested a motion to approve the agenda.

Director LaVere-Wright moved to approve the agenda. Director Irons seconded the motion.
Vote: Mr. Allen, aye; Mrs. Harold, aye; Mr. Irons, aye; Mrs. LaVere-Wright, aye; Mr. Wright, aye. Motion carried.
- 4.00** **Open Forum**
No speakers
- 5.00** **Interview Chief Operations Officer Candidates**
Paul Andersen, Human Resources Director reviewed with the Board the interview process and the questions that would be used during the interviews. The members of the interview panel were: Board members Tammy Harold, Henry Allen Jr., Chuck Irons, Marie LaVere-Wright, Chris Wright, Don Begier CEO, Brett Ridgway COO and Cheryl Wangerman Assistant Superintendent in District 38.

The candidates for the Chief Operations Officer are Frank Yellico, Wanda Jones, Mark Seglem, Mark Howell and Jack Bay.

The questions asked of all candidates are as follows:
1. Take a few minutes to tell us why you believe you are a strong candidate for the position of Chief Operations Officer.
 2. In your experience, what is the key to develop a good team? Be sure to explain how you encourage and build trust, respect, and cooperation. Give an example of when you have done so successfully.

3. Tell us about a time when you inherited an underperforming department or division and what specific steps you took to change direction in performance, productivity, and profitability (if a public sector endeavor, expense reduction while maintaining or increasing productivity and overall performance).
4. The COO will also serve as the Director of Facilities and Maintenance. These areas have lacked sufficient supervision and guidance for a significant period of time, which has led to both operational issues and low morale. How would you revitalize a demoralized work force?
5. Discuss your definition of diversity. Then tell us in what specific ways have you worked to create a more diverse and inclusive culture.
6. How would you describe your leadership style? What qualities do you believe are necessary in a good leader to develop a team? Provide specific example of how you embody these qualities.
7. An employee tells you that she has been sexually harassed and that she believes she has been denied a promotion because of her race. How would you address her concerns?
8. Give a specific example or two of how you have dealt with discord among team members. What steps did you take to resolve this issue?
9. What have you found to be the best way to monitor the performance of your work and/or the work of others? Share a time when you had to take action to correct performance.
10. How would you ensure District resources, time, money and people are deployed in the most strategic and effective ways possible?
11. In a business ownership or business management environment, from your past job experiences, give a specific example of how you maintained sales, productivity, and profitability during an economic downturn and if required, how you handled staff reductions.
12. How do you see integrating private enterprise principles and entrepreneurial spirit into a public organization often limited and constrained by laws and regulations?
13. Describe your experience with evaluating outsourcing opportunities and tell us briefly how you would determine whether outsourcing is an appropriate course of action.
14. Tell us about your experience with business development or revenue generation. What income generating opportunities might you pursue as COO to bring more income to the District?
15. Tell us about a significant failure or mistake you have made in your career. What happened, what did you learn from it and what would you do differently if given the chance?

6.00 Adjournment

President Harold requested a motion to adjourn.

Director LaVere-Wright moved to adjourn. Director Irons seconded the motion.

Vote: Mr. Allen, aye; Mrs. Harold, aye; Mr. Irons, aye; Mrs. LaVere-Wright, aye; Mr. Wright aye. Motion carried.

The meeting was adjourned at 5:07 p.m.

Tammy Harold, Board President

Chuck Irons, Board Secretary