



ST. PAUL CITY SCHOOL

Draft Board Meeting Minutes
February 1, 2024
5:30-7:00 PM

215 University Ave W, St. Paul, MN 55103
Media Center

- 1) Establishment of a Quorum – Call to Order at 5:33 pm by Michael Dorner.
 - a) Board Members Present: Michael Dorner, Dayan Hernandez, Maria Lopez, Sheila Williams Ridge & Sky Davey
 - b) Board Members Absent: None
 - c) Non-Voting Members Present: Eric Fergen, Leslie Allred & Justin Tiarks
 - d) Guests: Esteban Rodriguez-Hefty
- 2) Public Comments – None.
- 3) Declaration of Conflict of Interest – None.
- 4) Approval of Meeting Agenda – Sky, seconded by Maria.
 - a) Michael Dorner – Aye
 - b) Dayan Hernandez - Aye
 - c) Discussion – None
- 5) MSBA Executive Search
 - a) Discussion around timeline
 - i) Stakeholder Survey Feb 7th - March 4th; target is 15% of the school population but the board can decide the target itself; can offer a survey in languages needed by the school; encourage students to take the survey as well; will receive a note midway through the target; believes in the value of not having the board.

- ii) Q&A Session on February 22nd at 3:30 pm; the board will ask for questions in advance for the Q&A and will submit to MSBA the day before the Q&A session; the session can also be taped and uploaded to the school's website; Propose posting a 6 week posting.
 - iii) Interview Training; MSBA will bring the stakeholder survey report; will go through questions and review the cans and cannot dos for interviewing; could combine interview training with the selection of candidates; Meeting set for April 1st at 5:00 pm; the names selected will be made public after the meeting.
 - iv) First Round Interviews; April 9th & 10th at 4:00 pm
 - v) Second Round Interviews; April 17th at 4:00 pm
 - vi) Approve Executive Director Salary via Special Board Meeting
 - vii) Discussion about the job posting and marketing materials; board provided feedback to John from MSBA about edits and feedback on the marketing materials.
- b) Board discussed 7 key attributes in the Executive Director candidate;
- i) Understands the effects of poverty on student learning and achievement
 - ii) Knowledge and experience with equity leadership challenges and opportunities
 - iii) A visionary, creative thinker
 - iv) Develops and directs an effective leadership team
 - v) Develops trust and works with and is accessible to a diverse groups of stakeholders
 - vi) Experience in implementing educational priorities
 - vii) Experience in school finance
- c) Decided on having a salary range of \$125k - \$150k to advertise on the posting; John will consult with his team about comparable salary ranges; Eric will consult with the school's CFO as well.
- d) An audience input process will be used for the interviews confirmed by 6 school members that expressed interest in being involved in the interview.
- e) Dr. Dorner will be the media liaison and Esteban will be the school administration liaison.

- f) Addition of Black, Latino and American Indian administrators groups to broadcast the job posting to reflect the AntiRacist commitment of the school.
 - g) Screening questions
 - i) Share an initiative that you are proud of that you have lead or formed a part of in your previous work and how you engaged diverse voices from the community and what the impact was on students?
 - ii) How do you define a full service community school?
 - h) Additional Discussion – Dr. Dorner asks about the Q&A and whether the board leads the Q&A or if MSBA does it. Dr Dorner asks if the background check gets completed before the final approval of the candidate.
- 6) Announcements – None
- 7) Motion to Adjourn – Sky, seconded by Sheila.
- a) Michael Dorner – Aye
 - b) Maria Lopez - Aye
 - c) Dayan Hernandez - Aye
 - d) Discussion – None

Meeting Adjourned at 7:32 pm

Submitted respectfully by Esteban Rodriguez-Hefty