

The Willis I.S.D. Board of Trustees met in a Special Meeting on November 30, 2023 at the Sharon Hill Jennette Administration Building in the Willis ISD Boardroom, 612 N. Campbell Street, Willis, Texas.

CALL MEETING TO ORDER

President, Kyle Hoegemeyer, called the meeting to order at 8:00 a.m. and announced that a quorum was present and that notice of the meeting had been posted for the time and manner required by law.

Members present: Kyle Hoegemeyer; presiding, Paulett Traylor, Chad Jones, Cliff Williams, Scott Carson, Charles Perry, Sr., Nikita Lagway.

Members absent: None.

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

The Board entered into closed session at 8:01 a.m. for the purpose of considering matters for which closed sessions are authorized by Title 5, Chapter 551, Texas Government Code Sections (.071 - .084): 551.074 and .129:

- A. Discuss Teacher Resignations and Consider Approval of Teacher Appointments. Tex. Gov't Code 551.074.

OPEN SESSION

The Board reconvened into Open Session at 8:11 a.m.

Motion by Cliff Williams and seconded by Scott Carson to accept the Superintendent's recommendation on the professional personnel listed. Motion carried unanimously.

DISCUSSION AND POSSIBLE ACTION ITEMS

David Thompson and Dr. Mike Moses of Thompson & Horton LLP presented timelines and other planning information regarding the Superintendent Search Process.

The preliminary timeline, as presented on November 30, 2023, is based on the assumption that a new superintendent for the Willis Independent School District will be on duty by June 3, 2024 and may be modified according to the Board approved begin date.

November 30, 2023

- Meet with the Board of Trustees to discuss superintendent search

December 4, 2023

- Begin posting of advertisements with the Texas Association of School Administrators, TexasISD.com and other appropriate national educational publications (Education Week and American Association of School Administrators)

December 11, 2023

- Mail letters of invitations to outstanding individuals known to have the prerequisite skills for the superintendency in the Willis Independent School District.
- Contact and recruit outstanding professionals for nominations and application for the position of superintendent of schools in the Willis Independent School District.

January 10, 2024**Community Input**

- 8:30 AM–10:00 AM – Focus Group 1
- 10:30 AM–12:00 PM –Focus Group 2
- 12:00 PM–1:00 PM –Lunch and Media Availability
- 1:30 PM– 3:00 PM – Focus Group 3
- 3:00 PM–4:00 PM - Meet with Senior Staff
- 4:30 PM – 5:30 PM – Meeting with Consultants

February 16, 2024

- Application deadline

February 20, 2024

- Search consultants meet with Board of Trustees to identify candidates to interview.

March 4, 5, 6, 2024**1st Round of Interviews****March 4, 2024**

- 4:00 PM – 6:00 PM
- 6:30 PM – 8:30 PM

March 5, 2024

- 4:00 PM – 6:00 PM
- 6:30 PM – 8:30 PM

March 6, 2024

- 4:00 PM – 6:00 PM
- 6:30 PM – 8:30 PM

March 18 & 19, 2024**2nd Round of Interviews****March 18, 2024**

- 5:30 PM

March 19, 2024

- 5:30 PM

March 25-29, 2024

- Background checks
- District visits
- Final agreements

April 1, 2024

- Identification of finalist(s) for position of superintendent of schools
- Begin twenty-one-day period for official employment and contract execution (required by state law)

April 1-22, 2024

- Twenty-one-day period to finalize the details of contract
- Candidate visits to the district

April 22, 2024

- Approve employment contract

June 3, 2024

- New superintendent assumes position

Motion by Scott Carson and seconded by Cliff Williams that the Board authorize Thompson & Horton, David Thompson and Dr. Mike Moses to proceed with a Superintendent Search Process as presented. Motion carried unanimously.

ADJOURNMENT OF SPECIAL MEETING

Motion by Cliff Williams and seconded by Paulett Traylor to adjourn. Motion carried unanimously.

The Special meeting adjourned at 9:39 a.m.