

Passed on 4-27-09 by a vote of 6-0
RESOLUTION #7-2009

A RESOLUTION ESTABLISHING PROCEDURES FOR
THE CITY COUNCIL'S APPOINTMENTS TO THE
VALPARAISO COMMUNITY SCHOOL BOARD

Whereas, the City Council makes an annual appointment of a member of the Valparaiso Community School Board; and,

Whereas, the procedures used in the appointment process must be open in order to encourage quality applicants and comprehensive in order to select the best individual; and,

Whereas, the current procedures can be enhanced to achieve these goals.

Now be it Resolved, that the Common Council of the City of Valparaiso adopts the following procedures with respect to the appointment process:

I. Pre-Application Process

- A. The Council will review the important issues facing the school system by requiring the school administration to present an oral and/or written report, summarizing the short, intermediate and long term issues facing the school system.
- B. The Council will conduct one (1) public meeting. Parents, students, teachers and the general public will be invited. The Council will summarize the report given by the administration. The public will be invited to share their views on the same three (3) issues (short term, intermediate and long term), and on anything else of interest or concern.

II. Seeking Applicants

The Council will make a broad based appeal for applicants. This appeal may include inserts in the water bill, in the papers, on the city's website, through churches, social groups, and organizations.

The applicants will complete a simple application and be invited to submit a resume and supporting documents. The applicants will be told that if the applicant is interviewed, he/she should be prepared to answer questions in these areas of interest:

- What is your prior and current experience in working on boards (community, church, social group, etc.)?
- What is your prior and current experience in working with detailed financial matters?
- What is your prior leadership experience?
- What is your current and prior involvement with young people?
- What unique skills do you possess (education, work, life experiences, etc.)?
- What are the core education values in Valparaiso?
- Who are the school system's constituency(ies) and how does the Board communicate with it(them)?

III. Applicant Screening and Interviews

The Council members will review the applications. The members will recommend no more than five (5) to be interviewed.

Two (2) interviews would then be conducted, at a minimum, one week apart. The Council will ask the questions. In between interviews, the public may submit questions which can be posed to all of the interviewees at the next interview. After the second interview, the Council will vote.

IV. Past-Selection Matters

- Each December or January, the school administration will be asked to present a State of Education Report (written or oral) to the Council. The report will include the current budget.

Adopted this _____ day of April, 2009 by a vote of all members present and voting.

Jan M. Dick

Joey Larr

Al Eisenmenger

John Bowker

Robert Taylor

Kelly Ward

Art Elwood

Jon Costas, Mayor

ATTEST:

Sharon Emerson Swihart,
Clerk-Treasurer