

Felton Laboratory Charter School Board of Trustees Meeting  
Search Committee Meeting  
SCSU School of Business, Belcher Hall Board Room #206  
March 1, 2017  
6pm

Attendees: Alexander Tryciecky, Melissa Amaker-Small, Phebe Davis-Culler, Jimmy Whetstone, Gwendolyn Sewer, Robert Alexander and Valerie Small. Absent: Dr. Cash and parent.

- I. The meeting was called to order at 6:24pm by Melissa Amaker-Small, Committee Chair.
- II. A motion to adopt the agenda as written was made by Alex Tryciecky and seconded by Jimmy Whetstone. *Voting Results: 7 yea; 0 nay*
- III. Melissa Amaker-Small gave an overview of the search process. The process will entail three rounds before presentation of final three applicants to the Board and other stakeholders.

Round one: Reduction of applications based on submission of all required application items.

Round two: Reduction of applications to top five based on scoring rubric developed for process.

Round Three: Interviews of candidates selected from round two.

- IV. Round one of the search process was completed. Applications for the Director's position were narrowed down from 27 to 11. Round two of the search process will commence at the next committee meeting.
- V. Alex Tryciecky made a motion to adjourn the meeting at 9:40pm; seconded by Valerie Small. No discussion. *Voting Results: 7 yea; 0 nay*

Meeting was adjourned at 9:40pm.

**\*\*Next Committee Meeting scheduled for March 7, 2017, 6:30pm at Belcher Hall Board Room #206.**

staff/faculty and 3 board members. The full committee can participate in the interview process if desired.

Melissa Amaker-Small will contact the candidates and schedule the interviews.

Alex Tryciecky will abstain from the interview with Mrs. Goldsmith due to the possible appearance of a conflict of interest.

- VI. Alex Tryciecky made a motion to adjourn the meeting at 10:00pm; seconded by Cynthia Keller. No discussion. *Voting Results: 7 yea; 0 nay*

Meeting was adjourned at 10:00pm.

**\*\*Next Committee Meeting scheduled for March 13 & 14, 2017, 5:00pm at Belcher Hall Board Room #206 for interviews.**

Felton Laboratory Charter School Board of Trustees Meeting  
Search Committee Meeting  
SCSU School of Business, Belcher Hall Board Room #206  
March 7, 2017  
6:30 pm

Attendees: Alexander Tryciecky, Melissa Amaker-Small, Phebe Davis-Culler, Gwendolyn Sewer, Robert Alexander, Cynthia Keller and Valerie Small. Absent: Dr. Cash, J. Winningham and W. Johnson.

I. The meeting was called to order at 7:03pm by Melissa Amaker-Small, Committee Chair.

II. A motion to amend the agenda to include minutes from 3/1/17. The motion was seconded by Valerie Small. *Voting Results: 7 yea; 0 nay*

A motion to adopt the amended agenda was made by Cynthia Keller; seconded by Valerie Small. *Voting Results: 7 yea; 0 nay*

Alex Tryciecky moved to approve the minutes from March 1, 2017 as recorded; seconded by Cynthia Keller. *Voting Results: 7 yea; 0 nay*

III. Round Two of Interview Process:

Alex Tryciecky moved to go into executive session at 7:20pm; seconded by Phebe Davis-Culler. *Voting Results: 7 yea; 0 nay*

Alex Tryciecky moved to leave executive session at 9:40pm; seconded by Gwendolyn Sewer. *Voting Results: 7 yea; 0 nay*

IV. Round two of the search process was completed during executive session. Applicants were narrowed down to 5 plus Mrs. Goldsmith to advance to round three (interviews).

Alex Tryciecky made a motion to move candidates 1, 8, 13, 22, 24 and Mrs. Goldsmith forward to the interview round three. The motion was seconded by Cynthia Keller. *Voting Results: 7 yea; 0 nay*

V. Interview: Round Three

Interview dates were scheduled for Monday, March 13, 2017 at 5pm and Tuesday, March 14, 2017 at 5pm. Interviews will be held at SCSU School of Business, Belcher Hall Board Room #206. The interview teams will consist of at least 1 parent, 1

Felton Laboratory Charter School Board of Trustees Meeting  
Search Committee Meeting  
SCSU School of Business, Belcher Hall Board Room #206  
March 13, 2017  
5:00pm

Attendees: Alexander Tryciecky, Melissa Amaker-Small, Phebe Davis-Culler, Gwendolyn Sewer, Robert Alexander, Wanda Johnson, Valerie Small and Cynthia Keller. Absent: Dr. Cash and J. Winningham.

- I. The meeting was called to order at 5:00pm by Melissa Amaker-Small, Committee Chair.

Alex Tryciecky made a motion to move into executive session 5:05pm. It was seconded by Cynthia Keller. No discussion. *Voting Results: 8 yea; 0 nay*

- II. Alex Tryciecky made a motion to move out of executive session at 8:30pm. It was seconded by Melissa Amaker-Small. No discussion. *Voting Results: 8 yea; 0 nay*

- III. Cynthia Keller made a motion to adjourn the meeting at 8:40pm; seconded by Phebe Davis-Culler. No discussion. *Voting Results: 8 yea; 0 nay*

Meeting was adjourned at 8:40pm.

**\*\*Next Committee Meeting scheduled for March 14, 2017, 5:00pm at Belcher Hall Board Room #206 for interviews.**

Felton Laboratory Charter School Board of Trustees Meeting  
Search/Hiring Committee Meeting  
SCSU School of Business, Belcher Hall Board Room #206  
March 14, 2017  
5:00pm

Attendees: Alexander Tryciecky, Melissa Amaker-Small, Phebe Davis-Culler, Gwendolyn Sewer, Robert Alexander, Wanda Johnson, Valerie Small and Cynthia Keller (late). Absent: Dr. Cash and J. Winningham.

- I. The meeting was called to order at 5:07pm by Melissa Amaker-Small, Committee Chair.
  
- II. Phebe Davis-Culler made a motion to move into executive session 5:08pm. It was seconded by Alex Tryciecky. No Discussion. *Voting Results: 7 yea; 0 nay*
  
- III. Alex Tryciecky made a motion to move out of executive session at 8:10pm. Seconded by Cynthia Keller. No Discussion. *Voting Results: 8 yea; 0 nay*
  
- IV. Melissa Amaker-Small made a motion to vote for four finalists (includes Mrs. Goldsmith.) The motion was seconded by Phebe Davis-Culler. The voting results were as follows:
  - a. Candidate #1 – 0 yea; 8 nay
  - b. Candidate #2 – 8 yea; 0 nay
  - c. Candidate #3 – 0 yea; 8 nay
  - d. Candidate #4 – 7 yea; 0 nay; 1 abstain
  - e. Candidate #5 – 8 yea; 0 nay
  - f. Candidate #6 – 8 yea; 0 nay

The committee then ranked the final candidates as follows:

Candidate #4 – 1<sup>st</sup> place (tie)

Candidate #6 – 1<sup>st</sup> place (tie)

Candidate #5 – 2<sup>nd</sup> place

Candidate #2 – 3<sup>rd</sup> place

Next step of the process: Melissa Amaker-Small will contact the finalists and invite them to speak at a meet & greet with Felton's stakeholders on a near future date. Information will be communicated to the board and stakeholders at a later date.

- V. Cynthia Keller made a motion to adjourn the meeting at 8:35pm; seconded by Phebe Davis-Culler. No discussion. *Voting Results: 8 yea; 0 nay*

Meeting was adjourned at 8:35pm.