

**Baltimore County School Board Nominating Commission Meeting
Greenwood, Building E, April 4, 2018**

ATTENDEES: Aaron Plymouth (Chair); Abby Beytin (Vice Chair); Julie Sugar (Secretary); Katherine Bloom; Michael Darenberg; Bill Groth; Virginia Hoy; Lila Merenbloom, Robert Pfaff; Toby Atkinson-Pulley; Lauren Taylor; Leslie Weber
GUESTS: Dr. Carol Batoff (BCPS); community observers, Nasrin Rahman (Islamic Society of Baltimore)

Meeting called to order at 6:30pm by A. Plymouth; Pledge of Allegiance

CHAIRMAN'S REMARKS: Quorum confirmed. Review of minutes: motion passed to accept minutes. Agenda accepted. Topics: Discussion and selection of interview questions, Determination of qualitative and quantitative responses, Discussion of Resume & Application Checklist, Appointment of Resume & Application Review and Selection Subcommittee

DISCUSSION ITEMS:

- **Interview Questions:** Interview Questions/Rubric Subcommittee (R. Pfaff, B. Groth, A. Plymouth) sent an electronic copy of recommended questions to the commissioners. Each question was discussed at length. One question was removed, a few modifications were made to existing questions and two questions were added. Subcommittee to send updated questions to commissioners electronically. Motion was made by R. Pfaff and passed unanimously to require all commissioners to treat the interview questions as confidential and not share outside of the commission. A scoring rubric will be required - it was proposed that the answer to each interview question be rated on a scale of 1-5.
- **Applications:** Nineteen applications received so far. Application Review and Selection Subcommittee will consist of the Chair, Vice Chair and Secretary; however, all applications will go forward unless the application is incomplete or the applicant does not meet the minimum stated criteria (age, employment with BCPS, etc.) The commissioners reached consensus that information appearing in applications will not be disclosed outside of the commission. It was proposed that a scoring rubric also be used for the application essays. An Application Checklist submitted by the Chair was reviewed and approved. At the May 7 commission meeting, the first meeting after the May 1 application deadline, all applications will be shared with the commission members.
- **Interviews:** Will be private meetings. In addition, applicants will be asked if they require any accommodations prior to their interview.
- **Public Hearings:** First public hearing on March 26, 2018 at Stemmers Run Middle School Library had 5 members of the public and 14 commissioners present. Two public hearings remain: Milford Mill Academy Library on Thursday, April 12 at 7pm and Greenwood Building E Room 123 on Monday, May 23 at 7pm. The Public Hearing previously scheduled for March 22 at 7:30pm at Cockeysville Middle School was canceled due to snow.

PAST ACTION ITEMS:

- **L. Suffecool** to send web page recommendations to Chair who will coordinate with Debi Decker for implementation. Completed.
- **L. Weber** to draft a Fact Sheet for prospective applicants for the Chair to review. Completed.
- **Communications Committee** to prepare email list for sharing Fact Sheet and new application deadline. Completed.
- **Bylaws Subcommittee** to draft recommended BCSBNC bylaws. Longterm and outstanding.
- **A. Plymouth** to work with BCPS on updated press release and to work on finding a 3rd hearing date/location. Completed.

ACTION ITEMS:

- **A. Beytin** to check with BCPS attorney to determine if commission members must sign a non-disclosure agreement pertaining to applicant resumes and applications.

SUBCOMMITTEES:

- **Screening Criteria/Rubric:** A. Beytin, K. Jenkins, A. Plymouth, T. Pulley
- **Public Hearings:** A. Beytin, T. Campbell, L. Suffecool, L. Taylor
- **Interview Questions/Rubric:** R. Pfaff, B. Groth, A. Plymouth
- **Bylaws:** T. Atkinson-Pulley, B. Groth, E. Hartman
- **Communications:** J. Sugar, K. Jenkins, M. Darenberg
- **Application Review and Selection:** A. Plymouth, A. Beytin, J. Sugar

Meeting adjourned at 8:30pm.

Respectfully submitted by Julie Sugar, Commission Secretary