



*USD 232 Board of Education*  
*Official Minutes – Special Meeting*

**Administrative Office (35200 West 91<sup>st</sup> Street, De Soto, KS)**

**November 1, 2022**

President, Mrs. Ashley Spaulding called the meeting to order at 6:00 p.m. A quorum of the Board was present. Board members and administrators present were as follows:

**Board Members:** Rick Amos  
Bill Fletcher  
Danielle Heikes  
Brandi Jonasson  
Stephanie Makalous  
Calley Malloy  
Ashley Spaulding

**Administrators:** Alvie Cater, Assistant Superintendent of Administration & Communications  
Steve Deghand, Assistant Superintendent of Facilities & Operations  
Wendy Denham, Board Clerk/Executive Assistant to the Superintendent  
Carrie Handy, Executive Director of Human Resources/Elementary  
Dr. Frank Harwood, Superintendent  
Rob Moser, Coordinator of Safety & Transportation  
Brian Schwanz, Executive Director of Human Resources/Secondary

Alvie Cater shared background on the executive search firm selection process to date. At the October 3, board meeting Dr. Frank Harwood announced his intent to retire at the end of the 2022-23 school year. At that time, the board discussed issuing a Request for Proposals (RFP) to executive search firms. On October 4, an RFP was sent to more than 34 firms/individuals. The same RFP was sent again to the same, on October 12. Four proposals were received by the due date of October 19. The four proposals, along with a rating rubric, were distributed to all board members on October 20. A Board committee of Ashley Spaulding, Danielle Heikes and Calley Malloy reviewed the rubrics completed by board members and selected three firms as finalists for interviews.

The following firms presented board members with proposals to conduct a search for superintendent:

1. Ray & Associates, Representative: Dr. Ann Schultz
2. GR Recruiting, Representative: Dick Christie, Lane Plugge and Mark Evans
3. Kansas Association of School Boards (KASB), Representative: Dr. Marcia Weseman

Board members were given an opportunity to ask questions.

President Spaulding declared a five-minute break at 7:32 p.m.

The Board returned to open session and President Spaulding called the meeting back to order at 7:37 p.m.

After a brief discussion, President Spaulding said board members would be given an opportunity to share their thoughts and recommendations on the executive search firms before taking action to select a firm at the regular board meeting on Monday, November 7.

*Mrs. Ashley Spaulding moved to go into executive session at 7:47 p.m. for a period of 30 minutes with Dr. Frank Harwood, Alvie Cater, Brian Schwanz, Carrie Handy, Rob Moser and Mike Norris to discuss an individual employee's performance pursuant to the non-elected personnel exception under KOMA and return to open session at 8:17 p.m. at this location.*

*Mr. Rick Amos seconded.*

*Carried 7/0.*

The Board returned to open session and President Spaulding called the meeting back to order at 8:17 p.m.

*Mrs. Ashley Spaulding moved to go into executive session at 8:18 p.m. for a period of 15 minutes with Dr. Frank Harwood, Alvie Cater, Brian Schwanz, Carrie Handy, Rob Moser and Mike Norris to discuss an individual employee's performance pursuant to the non-elected personnel exception under KOMA and return to open session at 8:33 p.m. at this location.*

*Mrs. Danielle Heikes seconded.*

*Carried 7/0.*

The Board returned to open session and President Spaulding called the meeting back to order at 8:33 p.m.

*Mrs. Ashley Spaulding moved to go into executive session at 8:34 p.m. for a period of 15 minutes with Dr. Frank Harwood, Alvie Cater, Brian Schwanz, Carrie Handy, Rob Moser and Mike Norris to discuss an individual employee's performance pursuant to the non-elected personnel exception under KOMA and return to open session at 8:49 p.m. at this location.*

*Mrs. Danielle Heikes seconded.*

*Carried 7/0.*

The Board returned to open session and President Spaulding called the meeting back to order at 8:49 p.m.

*Mrs. Stephanie Makalous moved to accept the administration's recommendation to terminate Keil Hileman's 2022-23 teaching contract effective immediately.*

*Mrs. Danielle Heikes seconded.*

*Carried 7/0.*

*Mrs. Ashley Spaulding moved to go into executive session at 8:51 p.m. for a period of 10 minutes with Dr. Frank Harwood, Alvie Cater, Brian Schwanz, Carrie Handy, Rob Moser and Steve Deghand to discuss an individual employee's performance pursuant to the non-elected personnel exception under KOMA and return to open session at 9:01 p.m. at this location.*

*Mr. Bill Fletcher seconded.*

*Carried 7/0.*

The Board returned to open session and President Spaulding called the meeting back to order at 9:01 p.m.

*President Spaulding adjourned the meeting at 9:01 p.m.*

November 7, 2022  
Date Approved

Wendy S. Denham  
Clerk, Board of Education

Spaulding  
President, Board of Education