



## Cannon Beach Academy Work Session Meeting Minutes

**Meeting held via teleconference**

Wednesday, October 13, 2021 · 6:00 – 7:00pm

Google Meet joining info

Video call link: <https://meet.google.com/kaf-kSWG-kth>

Or dial: (US) +1 304-548-9035 PIN: 141579204#

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Quorum - Board members - President Phil Vincent, Treasurer Barb Knop, Vice-President Sean Radway

Faculty - Interim Director Ryan Hull

Guests - None

Session was called to facilitate the hiring of a new director.

### Meeting Notes:

Open discussion is of the current document he has that he produced via an internet website.

Discussion turns to whether the board would want to outsource the director search.

Barb wonders if we should need to do a search if we have a candidate that we like and want. There would have to be an actual actionable session to talk and action on that.

Ryan Hull thinks that there is an argument for both conducting and not conducting a search.

Phil points out that we have a candidate in Ryan Hull, but that we should ensure that the process is fair and transparent. He should not just be hired because he is available, but fits our description and criteria. This shows the community, students, teachers and parents that he fits the criteria and not the other way around.

Phil thinks the committee should nail down a criteria and then decide what the search should be.

The committee understands that Mr. Hull is interested in the position and that conducting a full search may end up being a waste of time and wants to avoid that.

Ryan Hull thinks that the Director of a direct instruction school needs to be teaching and leading. This allows the director of this school to have the connection with the students and the teachers on the subject and method they are leading/directing. He understands that at a certain point there is too much administrative work and becomes too much to also teach as well. That point is about 150 ish students.

A previous job description from when the first director was hired is presented. This gives the committee a base to go on. Phil states that there are some things that the director needs to not necessarily be overtasked as well. These things could be like all the running around, getting mail, things designated to others should be completed by them.

There must be a clear division of labor so that the new director doesn't get burned out.

Barb thinks that we should make sure the job description reflects the ability of the director to make personnel decisions.

Next steps are discussed.

Sean is wanting feedback on the actual document itself, is it too wordy, not descriptive enough? What should the salary range be?

Barb leads a discussion on how the salary was arrived at. And how we could apply that moving forward.

The board and interim director think that getting the community involved is very important. It is also discussed that (especially) during COVID it would be important to bring the community into the school and when able to get the students on trips.

There is a discussion on how many years of teaching experience the director should have.

Ensuring the director knows the director requirements for schedule. We are a public school.

Fundraising maybe should not necessarily be a fundraising position. That is a very important discussion.

There should be a contingency signing. Salary, benefits, fundraising all needs to be clarified.