

February 13, 2023 Budget Committee Applicant Interview Questions & Process

I believe the Board came to a final consensus on these four interview questions:

1. *What involvement have you had with Parkrose schools?*
2. *Why do you want to be on the Parkrose Budget Committee?*
3. *What qualifications (background, training and/or abilities) will you bring to the budget committee?*
4. *What is the most important financial issue facing the district in your opinion?*

Finalize Process for the interview date:

- How much time does each applicant get per question?

If 10 or more applicants show we cap at 2 minutes, if less we give 3 minutes

- Who will be reading the questions to the applicants?

In the past we've had round robin style. Chair facilitates, rest ask questions.

- How do we determine the order for applicants answering the questions?

Based on where they are seated left to right. For question #1 start with the person furthest from the left and go down the line to the right. For question #2 skip to the person 2nd furthest from the left.. and so on..

- Other things to consider?

All applicants will be asked to attend February's interview working session in-person. We can make accommodations for illnesses.

Based on the number of candidates, please put a recess on the agenda for a short break.

Finalize Voting Process:

Please note: Board Members must share their individual votes with the public. Secret ballots are not how Board's do any Business.

We are sticking with the process from policy BBE Board Member Vacancies:

Using a sheet of paper the 5 board members will write their name and their top two preferred budget committee applicants. Pass the votes to the Chair to be read aloud and tallied.

The Board will select the appointee by utilizing the following procedures:

a. When there are three or more candidates the Board will continue to vote until two candidates each have a greater number of votes than any other candidate. In such

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voting procedure, each member will vote for two candidates;

b. When there are only two candidates, either because there are only two or because the Board has reduced the list to two, the Board will select the new member by majority vote of Board membership.