



# Bethany Community School

## Minutes

### Executive Director Search Committee Meeting

---

#### Date and Time

Wednesday February 12, 2025 at 5:00 PM

---

#### Committee Members Present

Darla Dunagan, David Heller (remote), Megan Coleman

#### Committee Members Absent

Bill McMahon

---

### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

Megan Coleman called a meeting of the Executive Director Search (INACTIVE) Committee of Bethany Community School to order on Wednesday Feb 12, 2025 at 5:00 PM.

### II. Executive Director Search

#### A. Job Description and Duties

Discussed ED job description and duties with Andrea Brown.

#### B. AltHR Process

Discussed AltHR process including initial applicants, interviews, finalists, and timeline.

**C. Status**

Executive Director Search Committee will conduct weekly checkin's each Tuesday at 5:15pm.

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:40 PM.

Respectfully Submitted,  
Megan Coleman

---

Acceptable reasons for a public body to enter Executive Session under § 143-318.11 (a) include:  
(1) Confidential Student Matters (2) Scholarship (3) Attorney Consultation (5) Contract Negotiations (6) Personnel Qualifications & Performance (7) Criminal Investigations (8) Emergency Plans