



**GOVERNING BOARD AGENDA ITEM**  
**AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING:**      **January 10, 2017**

**TITLE:**      **Appointment of Consultant to Conduct Search for New Superintendent;  
Discussion of Process**

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**BACKGROUND:**

District Superintendent Patrick Nelson is currently completing his fifth year in that post and has announced his intention to retire at the end of his current employment contract, which will expire in June of 2017. A selection process for Mr. Nelson's successor should be initiated at this time to ensure placement can be made on a timely basis.

This item will permit Governing Board discussion about the necessary selection process and the recommended appointment of a consultant to coordinate such a process. The appointment of an external consultant is recommended to avoid potential for conflicts of interest that might be inherently present in a process coordinated by District personnel.

Pursuant to Governing Board Policy DJE (Bidding/Purchasing Procedures), staff obtained written proposals from three (3) vendors to perform the tasks necessary to solicit superintendent candidates. Proposals were received from: Hazard, Young, Attea & Associates, Ray and Associates, and the Arizona School Boards Association. After consideration of the vendors' qualifications, experience and price quotations, the Administration recommends that the Arizona School Boards Association be selected as the consultant to conduct all aspects of the search for a new district superintendent.

**Arizona School Boards Association**

The Arizona School Boards Association (ASBA), of which the District and Governing Board are already members, offers an executive search service. ASBA regularly assists Arizona school districts in finding qualified applicants for superintendent vacancies and in the coordination of selection processes. ASBA, as part of the National School Boards Association, also possesses valuable resources and expertise in such matters. ASBA served as the District's external consultant in its last search for a superintendent – when Mr. Nelson was selected. ASBA can swiftly and effectively launch a search process at this time and ensure its timely completion. An ASBA representative will be available to discuss the services that ASBA can provide during the search process, as well as some of the search parameters and procedures.

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**RECOMMENDATION:**

The Administration recommends that the Governing Board appoint the Arizona School Boards Association as consultant to conduct and coordinate the District's search for a new Superintendent – a hiring to be effective with the start of the 2017-2018 Fiscal Year or at such other time as the Board may determine. The Board may also wish to discuss the selection process and provide directives as it may determine.

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**INITIATED BY:**

  
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Scott Little, Chief Financial Officer

Date: January 5, 2017

  
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Patrick Nelson, Superintendent