

SCHOOL DISTRICT OF TOMAHAWK

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"HATCHETS"

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Tuesday, April 21, 2015

Esteemed Board Members:

I took the liberty of contacting Wisconsin Association of School Boards (WASB) in regards to Superintendent Search Services. It goes without saying that there are numerous other contractors that School Boards can utilize for this service.

Our office spoke specifically with Mr. Dennis Richard of WASB. He indicated, as does the attached information that the base price for the abovementioned services is \$6,950.00. However, other necessary work done during the course of the search by a WASB consultant is computed on an hourly basis. Typically for a district our size, the overall cost falls between \$8,000.00 and \$10,000.00. Mr. Richard suggested that if the Board were to choose to utilize WASB for this search that they make a motion with a first and a second to use WASB for the District's Superintendent Search while also setting a price of 'not to exceed' for whatever amount they so choose.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sherry Baker". The signature is written in black ink and is positioned above the printed name.

Sherry Baker
Superintendent

Boldly empowering all students to be socially responsible, life-long learners in an ever changing world.

The School District of Tomahawk does not discriminate on the basis of sex, race, age, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.

For Districts

Board Centered, Superintendent Friendly and Data Driven.

Selecting the right superintendent is the school board's most important role. Finding an instructional leader who will achieve the vision and mission of your schools is an important decision that will directly impact student achievement.

The WASB Search Services is designed to make hiring a superintendent a positive learning experience to help you better serve your district. We offer maximum flexibility to the board and assure total board control in the decision-making process.

Search Services consultants are equipped to help you from start to finish with a customized process. As a part of your membership organization, the consultants offer transition services that will help the right hire and the board quickly begin their journey together. They can also connect you with the full range of WASB support services - from policy assistance to legal services and board development.

The WASB has worked with many school districts, both small and large, in Wisconsin. A list of the districts for which the WASB has conducted superintendent searches since 2008-09 follows:

Alma Center-Humbird-Merrillan	Elmwood	Onalaska
Altoona	Fort Atkinson	Palmyra-Eagle Area
Antigo	Gale-Etrick-Trempealeau	Platteville
Arcadia	Geneva J4	Potosi
Bayfield	Goodman-Armstrong	Pulaski Community
Barneveld	Creek	Randall Consolidated
Belleville	Greenfield	Randolph
Black River Falls	Howards Grove	St. Croix Central
Cadott Community	Hustisford	Sauk Prairie
Campbellsport	Independence	Sheboygan Falls
CESA 10	Iola-Scandinavia	Shell Lake
Chequamegon	Kaukauna	South Milwaukee
Chetek-Weyerhaeuser	Kewaunee	Southern Door County
Area Chippewa Falls Area	Laona	Spooner Area
Colby	Lake Holcombe	Spring Valley
Coleman	Lomira	Tomah
Columbus	Manawa	West Salem
Crandon	Marinette	Westby
Cuba City	Merton Community	Whitewater Unified
De Soto Area	Milton	Whitnall
Dodgeville	Mosinee	Wilmot UHS
Edgar	Nekoosa	Wisconsin Rapids
Elkhorn Area	New Holstein	Wittenberg-Birnamwood
	North Cape	

REQUEST A PROPOSAL:

Is your district preparing to make the critical decision of selecting your next superintendent? Please contact [Sally Sweitzer](#) (608-512-1721) to request a proposal. A consultant will then set up a meeting with the board to determine how the WASB Search Services can meet the needs of your district.

OPERATING PRINCIPLES:

When you select the WASB, you are selecting a trusted partner with whom you, your board and superintendent will have a long-term relationship. The WASB stands ready to be your partner, during the search process and beyond. Our consultants are experienced educational leaders who recognize that each search is the beginning of a journey.

The WASB search consultants are equipped to facilitate a customized process during which they provide information and options to the board, which makes the final decisions. At the heart of the WASB search process is a series of focus groups with the board, school staff, and community members. The data generated from these meetings will be used to develop each aspect of your search - from the vacancy announcement to the application essays and the questions you use in your interviews.

Every application received by the WASB on the district's behalf is provided to the district.

Current Wisconsin Searches

The Search Process

PLANNING:

We do our work with you - not just for you. The first planning meeting involves determining the extent and type of community and student involvement in the process, budget and schedule of activities, existing board policy, and commitments of individual board members. A subsequent planning meeting entails choosing five or six candidates for the first interviews and reviewing interview questions and procedures.

SUPERINTENDENT PROFILE:

The consultant assists the board in arriving at the profile of the desired person based on information from focus groups and the school board.

ADVERTISING:

The WASB advertises open positions on more than 30 statewide, regional and national websites. We also notify the WASB applicant pool. Individuals who are interested in positions are encouraged to apply.. Print advertising is optional.

FIRST INTERVIEWS:

We'll work with you to develop questions and thoroughly prepare for the interviews. You'll receive a detailed resource guide, an orientation on effective interview techniques and format, and a review of the appropriate laws. Two or three finalists and an alternate are chosen.

SAFEGUARDS:

The consultant coaches board members on effective reference checking techniques. Furthermore, the WASB conducts an extensive criminal and credit background check. If the finalists pass these steps, they move on to the second interview.

SECOND INTERVIEWS:

The school board and the consultant plan the second round of interviews, including who will be involved and the day's schedule. There may be feedback to the board from those participating in the process. The board prioritizes their choices.

BOARD VISIT TO THE FINALIST'S DISTRICT:

Board members decide who will visit the district of their first choice finalist.

CONTRACT:

The school board or its designee negotiates a contract with the final candidate.

THE NEW SUPERINTENDENT:

The WASB can assist the district with developing press releases and making introductions to the staff and community to help establish strong relationships from the start. The consultants offer transition services that will help the right hire and the board quickly begin their journey together. Additionally, we offer assistance in clarifying expectations and enhancing communication between you and your new superintendent from day one.

SEARCH COSTS:

The WASB Search Services is a contracted service. Professional services are offered at an hourly rate plus expenses for travel, mileage, meals and lodging, if necessary. Additional costs include advertising, postage, legal counsel, finalists' travel expenses, and the site visit.

The WASB Search Services can begin at \$6,950 which includes expenses; however, the total service costs are determined by the WASB Search Services design and scope which are locally determined. The WASB works with the board to design a search that meets the needs of the district.