

Geneva Community Unit School District 304



SUPERINTENDENT SEARCH PROPOSAL

January 20, 2022



Ms. Taylor Egan, President
Geneva Community Unit School District 304 Board of Education
227 N. Fourth Street
Geneva, IL 60134

Dear Members of the Geneva CUSD 304 Board of Education:

Thank you for the opportunity to present this overview of the services that Hazard, Young, Attea & Associates, (HYA) can provide to Geneva CUSD 304 in your search for a new Superintendent. Why is HYA exceptional amongst educational search firms? We believe it is due to the following factors:

NATIONAL REACH – LOCAL KNOWLEDGE: Hazard, Young, Attea & Associates (HYA) has more experience in identifying quality educational executives than any other firm in the industry. The fact that it has assisted boards with successful selections in more than 1,500 searches with student enrollment ranging from less than 500 students to upwards of 640,000 is no accident. HYA's success is about people: our Associates, their extensive contacts, and the Boards we assist. We build relationships with each new search, expanding our reach and our record of success.

COMMITMENT to DIVERSITY: HYA commits to identifying, supporting, and placing school and district leaders of color and gender who have long been historically underrepresented in these posts. Candidates hired with HYA assistance are of varied gender, race, culture, ethnicity and religious background.

RESEARCH BASED COMMUNITY ENGAGEMENT: HYA gives you the option to gain in depth information from your community through a research-based survey that includes national norms. The survey identifies the goals, needs, and priorities of the school system to help better match a candidate's skills with the needs of the District and gives valuable information to the new leader on day one of employment. HYA understands that materials published to constituents must be detailed and clear; the survey report reflects that the superintendent search process is part of a disciplined approach that HYA has carefully designed over 30 years of executive search engagements.

EXPOSURE and ANALYTICS: Without spending a dollar on advertising, HYA clients know that they are getting immediate exposure through the HYA Active Searches page with over 25,000 page views per month. In addition, HYA provides analytics on your job postings including how many views your job has received, on what days, the average amount of time your posting was viewed etc. No other firm has the infrastructure to provide this data to their clients.

HYA has numerous options for our clients to customize their search to the District's and Board's specific needs and wishes.

Sincerely,



Glenn "Max" McGee, Ph.D., President HYA

INTRODUCTION

Hazard, Young, Attea and Associates, (HYA) proposes to conduct a national search for talented and highly qualified candidates for the position of Superintendent of Schools for Geneva Community Unit School District 304 (hereinafter referred to as District).

This document serves to clearly outline the specific services, deliverables and costs proposed for Geneva Community Unit School District 304.

FIRM INFORMATION

Hazard, Young, Attea & Associates (HYA) has more experience in identifying quality education executives than any other firm in the industry. The fact that the firm has assisted Boards with successful selections in more than 1,500 searches with student enrollment ranging from less than 500 students to upwards of 640,000 is no accident. HYA began working with rural, urban and suburban school Boards 35 years ago in an effort to assist them in recruiting highly qualified candidates and finding a leader that is the right fit for the district. HYA's success is about people: our Associates, their extensive contacts, and the Boards we assist. We build relationships with each new search, expanding our reach and our record of success.

The large quantity of searches our firm conducts per year puts us at a competitive advantage. The search volume places our firm and its Associates in more frequent contact with potential candidates, many of whom may not be actively seeking employment but are then known to the Associates and can thus be recruited when or if an appropriate position arises. In addition to your local HYA team, clients have a network of 100+ Associates from throughout the United States who assist with the firm's mission to provide aggressive, thorough, and quality assistance to school Boards in need of identifying and recruiting highly qualified executives for superintendencies and other administrative positions.

HYA has committed to engaging a diverse cadre of associates and candidates ever since it was established in 1987. HYA is proud of the diversity of candidates hired with its assistance, including individuals of varied gender, race, ethnicity, culture, and religious background. HYA commits to identifying, supporting, and placing school and district leaders of color and gender who have long been historically underrepresented in these posts. Currently, HYA Associates serve on the Executive Board of the Association of Latino Administrators and Superintendents (ALAS) and ALAS's Co-Director of Superintendents Leadership Academy for 2021. Likewise, another Associate serves on the Board of the National Alliance of Black School Educators (NABSE) and was

named NABSE Phenomenal Woman of the Year. HYA was the firm selected to find the Executive Director for ALAS for 2020. HYA works with the Board to understand the district's equity and inclusion work to better recruit candidates with recent and relevant experience. We have not seen any evidence that other firms are as proactive in this regard as HYA, and while we are proud of our contributions, we know that much more is needed.

SCOPE OF SERVICES

HYA shall provide the following services and deliverables.



Engage Phase

HYA takes great pride in its commitment to community engagement and thoroughness of the processes used to gather input. The firm has a strong reputation for deep and meaningful engagement through its stakeholder forums, community interest group meetings and individual interviews. HYA also employs a research-based survey tool that is customizable and available in world languages. There is a lot of science involved in crafting an effective and reliable survey; the resulting survey report is presented with disaggregated data by stakeholder group and identifies the goals, needs and priorities of the school system along with the desired characteristics of its next leader. The *Community and Leadership Profile Report* is sophisticated and immediately publishable for your community. An example of the report is included with this proposal.

HYA has a history of successful virtual/video-based engagement. HYA has extensive experience and expertise conducting video interviews, focus groups, forums, meetings, candidate presentations, meet and greets, and community Q&A sessions. In addition, the firm has reported and presented to school Boards at public meetings and in closed sessions using the whole array of video platforms.

The Engage Phase is a disciplined and inclusive approach that seeks first to understand what students, staff, parents, Board and community members need and desire from their school district and Superintendent. HYA engages both internal and external stakeholders using virtual or face to face interviews, focus groups, forums, and surveys. The goal is to gather information from all stakeholders to identify the strengths of the district/community and current and foreseeable district/community challenges within a research-based framework to match the right leader with your school district.

Depending on the Board's selections for the Engage Phase, some of the most important deliverables include the following:

- Summary of the planning meeting with the Board that details the timeline and steps of the search process and decisions made by the Board;
- *HYA Community and Leadership Profile Survey and Survey Report*, if desired and paid for by the Board;
- Findings from individual consultant days (up to 4 days) for interviews, focus groups, and/or town hall meetings;
- *Leadership Profile Report* and *Desired Characteristics* based on the data from the survey, interviews, focus groups, meetings with the Board and other material made available to the associates.



Recruit Phase

HYA uses a myriad of recruiting techniques to ensure all potential candidates are reached. Without spending a dollar on advertising, HYA clients know that they are getting immediate exposure through the HYA Active Searches page with over 25,000 page views per month. In addition, HYA provides analytics on your job postings including how many views your job has received during a specific period of time, the average amount of time your posting was viewed, etc. No other firm has the infrastructure to provide this data to their clients.

HYA offers optional national and regional advertising packages. Given the volume of searches HYA conducts each year and our preferred pricing, our options provide our client districts national advertising packages at rates below what they could purchase in the marketplace. The costs are detailed in the advertising services schedule in the *Signature Search Brochure*.

In addition to national and regional advertising, HYA utilizes the firm's extensive national network of Associates. HYA Associates throughout the country are aware of outstanding Superintendents and aspiring Superintendents in their state and region and maintain close professional relationships with many educators and school district leaders who might be interested in making a job change or career move. HYA Associates have ongoing relationships with state and national superintendent organizations including AASA (The School Superintendent's Organization), ALAS (Association of Latino Administrators and Superintendents) and NABSE (National Alliance of Black School Educators).

Associates are kept informed of the searches the firm is conducting and we seek recommendations from them regarding candidates who fit the profile being sought for that district. The proof of our recruiting network and efforts is the fact that approximately two thirds of the candidates ultimately selected by Boards with whom we work were recruited for the position rather than applied or self-nominated. The deliverables during the recruitment phase include:

- Prepare and place advertisements as selected;
- Recruit and contact candidates utilizing national networks;
- Correspond with candidates regarding the search process, timeline, *Leadership Profile Report* and *Desired Characteristics*;
- Interview candidates;
- Conduct reference checks;
- Identify best qualified candidates;
- Prepare application materials of selected slate of candidates for Board consideration.

Reference checking is one of the most important tasks in the search process. We begin with the informal references of referrals for potential candidates. Once an individual moves to the level of a potential candidate through the application process or through recommendations and recruitment efforts, we begin our vetting process. This includes contacting the listed references on the application or provided by the candidate. While this step is necessary it is not sufficient as most candidates will provide references that will provide only highly favorable comments. We continue the vetting process by conducting comprehensive internet searches to review any public information regarding the candidates. HYA Associates conduct confidential reference calls to obtain deep insight on any candidate that would be recommended to the Board for consideration. Given our network of Associates and many professional relationships, it is likely that we know someone who either knows the candidate directly or knows someone who knows the candidate. These references often provide confidential, hard-to-obtain information about the candidate that is invaluable in determining whether to recommend the candidate to the Board.



Select Phase

HYA believes that the Associates are responsible for supporting the School Board in all phases of the search. This is particularly true during the interview process for semi-finalists and finalists because we want the Board members focused on assessing the candidates, not managing logistics. The Associates are available during the interview process to ensure that all runs smoothly and to facilitate debriefing the interviews and what the Board learned about the candidates. But it is the Board's decision and sole discretion to hire or not hire a particular candidate and the Board takes responsibility for that decision. Some of the specific deliverables during this phase include:

- Present a slate of candidates, the number of candidates to be determined by the Board with a recommendation from HYA;
- Conduct the Interview Workshop and provide materials and protocols to ensure informative effective Board interviews;
- Schedule interviews for the Board with selected semi-finalists and finalists;
- Facilitate Board discussion to narrow candidate pool after each round of interviews;
- Coordinate and provide optional third party, independent investigative background check(s) of candidates as selected.

Upon completion of screening interviews conducted, the Associates present a select slate to the Board. The number of candidates on the slate will have been determined by the Board during the initial planning meeting. Prior to presenting the slate (or in a separate advance session, if preferred), the Associates will conduct a seminar for the Board designed to prepare for candidate interviews. This seminar will include written guidelines and protocols to ensure informative and comprehensive interviews. Approximately one to two hours in length, the seminar will also review the steps in the final stages of the search.

Prior to this workshop, HYA will solicit questions, hypothetical situations and/or topics of interest, identified by the Board as desirable topics of discussion for the Board's initial interviews with the candidates. Such feedback will be developed into an Interview "Script", which will be reviewed and revised during the aforementioned workshop and then used by the Board during the first round of interviews. The second interviews are generally unscripted and designed to follow-up on topics and questions identified during the first interviews.

The Associates will facilitate each decision-making session of the Board, if desired. Such involvement permits more active engagement by all Board members in both the general search process and the specific dialogue regarding the candidate pool. In facilitating the decision-making process, HYA assists the Board in assessing the abilities of the respective candidates in relation to the criteria identified by the Board.

Two additional steps are recommended towards the end of the selection process, before any public announcement: a comprehensive independent background check by an outside firm and a site visit. The comprehensive background checks can be conducted on the single finalist or on the three semi-finalists that the Board brings back for second interviews. These are not simple background checks by searching a social security number. The due diligence background checks are conducted by a third-party entity and include checking on issues related to criminal and civil court records, driving records, college degrees and university accreditations. They can also include print and social media reviews. The site visit is optional and is typically completed on the sole finalist once a selection is made but before a contract is signed.



Transition Phase

At the conclusion of the selection process, HYA offers a combination of included services and optional services to assist with the transition of the new superintendent. The included services are:

- Communicate with all unsuccessful candidates at the close of the search and the appointment of the new superintendent;
- Assist the Board in announcing the appointment of the new superintendent;
- Hold a transition meeting with the new Superintendent regarding information learned throughout the search process and next steps in the transition process;
- Offer other transition services to be considered by the Board and if desired, paid for by the Board. These services include Executive Coaching, Board Governance Training, Superintendent Evaluation and Strategic Planning.

THE SEARCH TEAM

HYA assigns an individual management team to each executive search that it conducts. Upon the concurrence of the Board, HYA proposes the following search team.

HYA Associate	Cell Phone	Email
Jane Westerhold	847-772-3219	janewesterhold@hyasearch.com
Ken Arndt	847-456-2738	kenarndt@hyasearch.com

Daneyelle Martell, serves as project manager and can be reached at 847-744-5632 and daneyellemartell@hyasearch.com

REFERENCES

HYA's reputation for effectiveness and integrity is extremely important. The following references were chosen because the Board worked with the HYA Associates being proposed for the search or because the district has a similar demographic profile to your district. In addition to the references listed below, an extensive list of national searches our firm has completed is attached. Our references will attest that phone calls from Board members and the Superintendent are picked up or returned immediately regardless of the time of day. Emails are returned in a matter of hours, and questions are answered in detail. Our team works for you and with you.

Lake Forest School Districts 67 and 115 (IL)

Suzanne Sands

847.878.6764, ssands@lfschools.net

Jenny Zinser

847.778.6174; jzinser@lfschools.net

Homewood City Schools (AL)

Charlie Douthit

205.368.7925, cdawser@gmail.com

Wyoming City (OH)

513.379.3767, Zollerje@wyomingcityschools.org

Northbrook School District 27 (IL)

Helen Melnick 847-275-7946

Lyons Township HS District 205 (IL)

Thomas Cushing

twcushings@sbcglobal.net

Huntley CSD 158 (IL)

Michael Fleck

847-707-8829

FEES

In consideration for Services, the District will pay to Hazard, Young, Attea and Associates:

- Consulting Fee for the search in the amount of \$18,500. This fee is due in three installments:
 - 50% will be invoiced upon execution of the contract/letter of agreement
 - 25% will be invoiced upon presentation of the *Leadership Profile Report*
 - 25% will be invoiced upon presentation of the slate
- Associate Expenses for travel will be reimbursed by the Board. Mileage reimbursement is based on current IRS guidelines.

Optional Additional Services:

Service:	Included in Fee:	Optional Enhancements:
On-site Associate days	Four days	Additional on-site consulting days billed at \$2,500/day as selected and paid for by the Board.
Community Engagement	Interviews, Focus Groups, Town Hall Meetings as decided by the Board. Survey and report of findings. Effective Superintendents White Paper.	Research Based Survey, in English and Spanish, with Community and Leadership Profile Survey Report. Add customized questions up to 3 open-ended and 10 forced questions for \$1,000.

		Professionally translated (not Google Translate) survey in world languages for \$415 per language.
Advertising	Advertising on HYA’s webpage (over 25,000 page views on our Active Searches page per month) and social media pages.	HYA has designed advertising packages to maximize exposure for the vacancy. Options and pricing for additional advertising services are attached.
Reference/ Background Checks	HYA Associates screen and conduct reference checks on candidates.	HYA highly recommends an independent, third-party due diligence background check be used on the finalist(s). The cost ranges from \$1100 - \$1950 per candidate. See Due Diligence Services in the Signature Search Brochure.

Other Considerations:

If the Board chooses to reimburse candidates for travel for interviews, candidates will submit the expenses directly to the District for reimbursement.

HYA is a green corporation and provides all search materials online. If the Board requests hard copies of the materials, the district will be invoiced to cover the costs of any printing, binding and shipping of materials.

Recruitment for other positions; if the Board employs an HYA recruited candidate within one year of the close of the superintendent search, in addition to the position of Superintendent, 10% of the base salary will be due to HYA for the recruitment of said candidate.

GUARANTEES

Fixed Price

Throughout the search process the Associates will be available to counsel with the Board about the search. The Associates will assist the Board until the Board determines it has found the appropriate candidate for the position.

Non-Solicitation of Selected Candidate

The Superintendent appointed with HYA's assistance will not be presented to another Board as a candidate if it would result in the Superintendent leaving the District within three (3) years of employment unless the Board provides written authorization to HYA that they may do so.

Client-Satisfaction

If the Superintendent departs from the position during the first year under any circumstances or within two (2) years if a majority of the Board is still in place and departure is due to dissatisfaction and not personal or familial reasons, HYA will recruit new candidates for the Board at no additional cost barring travel, advertising and due diligence expenses. This applies to HYA Slated Candidates.

Price Match

HYA will agree to match the price of any competitive bid as long as the bid is for a comparable level of services and support (both time and process).

HYA looks forward to the possibility of working with the Board and assisting with the selection of a new leader. Please contact HYA at 847-250-7261 or at hya@hyasearch.com with questions or requests for additional information.

Hazard, Young, Attea & Associates

1475 E. Woodfield Rd, 14th Floor

Schaumburg, IL 60173

(847) 250-7261

www.hyasearch.com

KENNETH M. ARNDT

EDUCATION

Ph.D.	The University of Toledo	1990
M.S.	Bowling Green State University	1978
B.S.	Bowling Green State University	1976

PROFESSIONAL EXPERIENCE

2015-Present	Associate, Hazard, Young, Attea & Associates, IL
2014-2017	Interim Superintendent, U-46 Schools, IL
2014	Interim Superintendent, Community Unit School District 300, IL
2014	Strategic Planning Consultant, Algonquin Lake in the Hills Food Pantry Board of Directors, IL
2011-2013	Consultant, U-46 Aspiring Administrators Program, IL
2011-2013	Subject Matter Expert, Educational Management Corporation, PA
2001-2011	Superintendent, Community Unit School District 300, IL
2003-2015	Adjunct Professor, College of Education and College of Business, Argosy University, IL
1995-2001	Superintendent, Decatur Public Schools #61, IL
1990-1995	Associate Superintendent, Elyria City Schools, OH
1982-1990	Principal, Oregon City Schools, OH
1980-1982	Principal, Woodmore Local Schools, OH
1978-1980	Dean of Students, Perrysburg Schools, OH
1976-1978	Teacher, Perrysburg Schools, OH

PROFESSIONAL AFFILIATIONS

Argosy University Northwest Chicago Advisory Board, IL 2005 - 2015
Judson University President's Advisory Board, IL 2001 - Present
Large Unit School District Association, 1990 – 2011, Executive Committee, 2007-2011, President, 2008-2009
American Association of School Administrators, 1990 - 2011
National Association School Superintendent's *e-network*, 2010 - 2011
Association Supervision and Curriculum Development, 2005 - 2011
Horace Mann League, 2005 - 2011
Illinois Association of School Administrators, 1990 - Present
Midwest America Association of School Administrators, 1990 - Present
Phi Delta Kappa, 1985 - 2011

HONORS and AWARDS

Administrator of the Year Award, Kane County Regional Office of Education, 2011
Community Leadership Award, Boy Scouts of America, Three Fires Council, 2010
Outstanding Community Outreach Award, Illinois National Public Relations Association, 2009
Those Who Excel, Illinois State Board of Education, 2005 and 2003
Exceeding Expectations Award, Business Connector Magazine, 2003
Leadership Appreciation Award, District 300 Bilingual Parents Advisory Council, 2003
Top Leaders of Today and Tomorrow, Herald and Review, 1999
Golden Glider Award, Prairieland Advocates for Gifted Children, 1999
Honorary Life Member Award, Parent Teacher Association, 1998

JANE L. BEYER WESTERHOLD

Professional Preparation

Doctor of Education	Loyola University Chicago
Master of Science in Education	Southern Illinois University
Bachelor of Science in Education	Southern Illinois University

Professional Experience

2020-03/31/21	Interim Superintendent, Deerfield Public Schools District 109, Deerfield, IL
2018-2020	Consultant for various Educational Technology Companies
2017-2018	Interim Superintendent, North Shore School District 112, Highland Park, IL
2005-2016	Superintendent, Des Plaines Community Consolidated School District 62, IL
2006-Present	Associate, HYA Executive Searches
2001-2005	Assistant Superintendent, Valley View Community Unit School District 365U (Bolingbrook), IL
2000-2001	Director of Curriculum and Instruction, Community Unit School District 118 (Wauconda), IL
1996-2000	Director, Schaumburg School District 54, IL
1991-1996	Principal, Schaumburg School District 54, IL
1988-1991	Principal, Edwardsville Unit School District 7, IL
1985-1988	Assistant Principal, Edwardsville High School, District 7, IL
1984-1985	Superintendent Internship, Edwardsville Unit School District 7, IL
1980-1984	Principal, Worden Unit School District 16, IL
1977-1980	Teacher, Edwardsville Unit School District 7, IL

Professional and Community Affiliations

Illinois Association of School Administrators (IASA) President (2015-2016)
IASA Treasurer (2011-2014)
IASA Governing Board Member (2008-2017)
National Center for Research and Technology (NCERT) (National Board Member) (2014-Present)
American Association of School Administrators (AASA)-Governing Board Member (2013-2016) North
Cook IASA Past President
Chair of IASA Budget Committee (2011-2014)
Chair of IASA Resolutions Committee (2008-2011)
District Administration Leadership Institute (Executive Board) (2012-2016)
Women's Network of School Administrators (Board of Directors) (2013-2015)
Century Club 100 (Inducted 2014) – two superintendents per state selected
Suburban School Superintendents Association (national organization by invitation only) Member
National Association of School Superintendents
Midwest Suburban Superintendents Association (by invitation only) Member
Superintendents' Round Table/Study Club of Northern Illinois
Certified Leadership Coach/Cardinal Stritch University (Completed 2009)
Coach for Illinois School for Advanced Leadership
Mentor for new superintendents in Illinois
Cook County Department of Public Health Superintendent Liaison (2008-2011)
Horace Mann League (2004-Present)
Concordia University Chicago Early Childhood Advisory Board (2013)
Alliance Endorsement Committee (2013-2016)
Education League of Illinois (2005-Present)

Recent Awards/Honors

AASA Distinguished Service Award, 2018
Building Dedication-Jane L. Westerhold Early Learning Center, 2015
IASBO Presidential Award, 2015
State of Illinois, 2013 Superintendent of the Year
Illinois State Board of Education "Those Who Excel" Award of Excellence, 2013

**SELECT HYA SUPERINTENDENT SEARCH HISTORY
WITH REFERENCES**

2021

0 – 2,500 students	2,501 – 5,000 students	5,001 – 7,500 students	7,501 - 15,000 students	15,000+ students
<p>Ramapo Indian Hills Regional HSD (NJ) 2,300 students, grades 9-12 Filomena Forgia 201.264.1576</p> <p>School District of Cambridge (WI) 900 students, PK-12 Tracy Smithback-Travis 608-423-4345 tsmithback@cambridge.k12.wi.us</p> <p>Ramapo Indian Hills Regional HSD, NJ 2,300 students, grades 9-12 Filomena Forgia 201.264.1576</p>	<p>Cheltenham SD, PA 4,500 students, PK-12 Pam Henry 215.446.5253</p>		<p>Ankeny Community School District (IA) 12,500 students, PK-12 Aaron Jonson 515.556.4277</p> <p>Bedford County Public Schools (VA) 9,500 students, K-12 Susan Mele 540.797.4423 susan.mele@bedford.k12.va.us</p> <p>Coeur d'Alene Public Schools (ID) 11,000 students, PK-12 Jennifer Brumley 208.661.4208 jbrumley@cdaschools.org</p> <p>Lower Merion SD, PA 8,000 students, K-12 Lucy Klain 215.680.3055</p>	<p>Albuquerque Public Schools (NM) 84,000 students, PK-12 David Peercy 505.362.6834 peercy_d@aps.edu</p> <p>Allentown School District (PA) 16,500 students, K-12 Nancy Wilt 484.707.6496</p> <p>Jefferson County Public Schools (CO) 80,000 students, PK-12 David Bell 303.881.7497 david.bell2@jeffco.k12.co.us</p> <p>Loudoun County Public Schools (VA) 81,000 students, PK-12 Brenda Sheridan 571-233-0307 Brenda.Sheridan@lcps.org</p>

SELECT HYA SUPERINTENDENT SEARCH HISTORY WITH REFERENCES

2020

0 – 2,500 students	2,501 – 5,000 students	5,001 – 7,500 students	7,501 - 15,000 students	15,000+ students
<p>Aspen School District (CO) 1,700 students, PK-12 Susan Marolt 970.379.8732 smarolt@aspenk12.net</p> <p>Collingswood PS (NJ) 2,300 students, PK-12 Regan Kaiden 917.549.2738</p> <p>Hopkinton SD (NH) 1,000 students, PK-12 Seth Aframe 603.856.3534</p> <p>Maple Dale-Indian Hill SD (WI) 490 students, K-8 Ryan Jenness 414.322.7983</p> <p>Maplewood-Richmond Heights SD (MO) 1,700 students, PK-12 Katie Kaufmann 314.313.5670 katie.kaufmann@mrhschools.net Maria Langston 314.520.5666 maria.langston@mrhschools.net</p> <p>Oyster Bay-East Norwich Central SD (NY) 1533 students, PK-12 Laurie Kowalsky laurie.Kowalsky@aol.com</p> <p>San Bruno Park School District (CA) 2,500 students, PK-8 Teri Chavez tchavez@sbpsd.k12.ca.us</p> <p>Whitewater Unified School District (WI) 1,923 students, PK-12 Casey Judd 920.723.3035 cejudd@idcnet.com</p>	<p>Homewood City School District (AL) 4,200 students, K-12 Charlie Douthit 205.368.7925</p> <p>Summit Public Schools (NJ) 4,100 students, K-12 Donna Miller donnamiller@summit.k12.nj.us</p>	<p>Capital School District (DE) 6,000 students, PK-12 Chanda Jackson-Short 302-465-1151</p> <p>Fond du Lac SD (WI) 7,000 students, K-12 Dr. Susan Jones 920-979-1364 joness@sb.fonddulac.k12.wi.us</p> <p>Pemberton Township Schools (NJ) 5,000 students, PK-12 Tom Bauer 609.410.8399</p> <p>Verona Area SD (WI) 5,800 students, K-12 Meredith Christensen 847.724.8465 christem@verona.k12.wi.us</p>	<p>Norwalk Public Schools (CT) 11,500 students, PK-12 Sarah LeMieux 203.988.4294 lemieuxs@norwalkps.org</p> <p>Richland SD 400 (WA) 13,600 students, PK-12 Rick Jansons 509.528.3488 rick.jansons@rsd.edu</p> <p>Salinas City Elementary SD (CA) 9,000 students, PK-6 Amy Ish.831.262.6860 aish@salinascity.k12.ca.us</p> <p>Traverse City Area Public Schools (MI) 10,000 students, PK-12 Sue Kelly 231.218.9800</p>	<p>Atlanta Public Schools (GA) 52,000 students, PK-12 Jason Esteves 404.421.6215 jesteves@atlantapublicschools.us</p> <p>Clear Creek Independent SD (TX) 44,000 students, K-12 Laura DuPont laura-dupont@ccisd.net</p> <p>Fort Wayne Community Schools (IN) 29,600 students, PK-12 Julie Hollingsworth 260.750.0274</p> <p>Green Bay Area School District (WI) 20,300 students, PK-12 Eric Vanden Heuvel 920.655.8993 epvandenheuvel1@gbaps.org</p> <p>Sioux Falls School District (SD) 24,000 students, PK-12 Cynthia Mickelson 605.376.1329 cynthia@mickco.com</p>

SELECT HYA SUPERINTENDENT SEARCH HISTORY WITH REFERENCES

2019

0 – 2,500 students	2,501 – 5,000 students	5,001 – 7,500 students	7,501 - 15,000 students	15,000+ students
<p>Las Lomitas Elementary SD (CA) 1,300 students, K-8 John Earnhardt john.earnhardt@gmail.com</p> <p>Malverne Union Free School District (NY) 1,700 K-12 students Danielle Hopkins 516-216-3514</p> <p>Portola Valley School District (CA) 600 students, PK-8 Jeff Klugman jklugman@pvdsd.net</p> <p>Watchung Borough School District (NJ) 650 students, PK-8 Jessica Ingrassia 323-420-9280</p> <p>Wyoming City Schools (OH) 1,950 students, K-12 Jeanie Zoller 513.379.3767</p>	<p>Berkeley Heights Public Schools (NJ) 2,700 students, K-12 Doug Reinstein 908-531-8181 dreinstein@bhpsnj.org</p> <p>Center School District (MO) 2,700 students, PK-12 Rebecca Lahann 816.456.1793 rlahann@center.k12.mo.us</p> <p>Freeport School District 145 (IL) 4,100 students, PK-12 Janice Crutchfield 815.238.8449 janice.crutchfield@fsd145.org</p> <p>Lebanon Community Schools (OR) 4,340 students, K-12 Tom Oliver tom.oliver@lebanon.k12.or.us</p> <p>New Milford Public Schools (CT) 3,947 students, PK-12 Angela C. Chastain angela@angelachastain.com</p> <p>Mountain View-Los Altos HSD (CA) 4,300 students, 9-12 Dr. Phil Faillace 650.248.3375</p> <p>Rockville Centre UFSD (NY) 3,600 students, K-12 Tara Hackett 516-660-8400 tarahackettboe@gmail.com</p> <p>Willingboro School District (NJ) 3,400 students, PK-12 Kelvin Smith 609.902.2902</p>	<p>Port Washington Union Free SD (NY) 5,500 students, PK-12 Nora Johnson 917-690-9908 njohnson@portnet.org</p> <p>Wenatchee Public Schools (WA) 7,700 students, PK-12 Sunny Hemphill hemphill.sunny@wenatcheeschools.org</p>	<p>Bayonne Public Schools (NJ) 9,800 students, PK-12 Joseph Broderick 201-988-1447 jbroderick@bboed.org</p> <p>Central Kitsap Schools (WA) 11,000 students, PK-12 Jeanie Schulze 360.908.5001</p> <p>Fairfield Public Schools (CT) 10,000 students, PK-12 Nick Aysseh 203.442.7255 naysseh@fairfieldschools.org</p> <p>Greater Albany Public Schools (OR) 9,627 students, K-12 Jennifer Ward 541.730.2270</p> <p>Medford School District (OR) 14,000 students, K-12 Cynthia Wright Cynthia.Wright@medford.k12.or.us</p> <p>Sewanhaka Central HSD (NY) 8,500 students, 7-12 David Del Santo 646.938.6500</p>	<p>ALAS (Association for Latino Administrators & Superintendents), Washington D.C. Annie Ortiz 860.729.4749</p> <p>Academy School District 20 (CO) 26,200 students, PK-12 Tracey Johnson 719.491.2633 Karin Nelson 719.491.2633</p> <p>Denver Public Schools (CO) 92,000 students, PK-12 Anne Rowe annerowe60@gmail.com</p> <p>Edison Township Public Schools (NJ) 16,000 students, K-12 Ralph Errico ralph.errico@edison.k12.nj.us</p> <p>Glendale Unified School District (CA) 26,000 students, TK-12 Jennifer Freemon 818.388.1251 jfreemon@gusd.net Greg Krikorian 818.480.1327 gkrikorian@gusd.net</p> <p>School District of Indian River County (FL) 17,700 students, PK-12 Brian Barefoot 772.925.5333</p> <p>Prince George's County PS (MD) 130,000 students, K-12 Erica Berry Wilson EBwilson1@co.pg.md.us</p>

SELECT HYA SUPERINTENDENT SEARCH HISTORY WITH REFERENCES

2018

0 – 2,500 students	2,501 – 5,000 students	5,001 – 7,500 students	7,501 - 15,000 students	15,000+ students
Bonny Doon Elem. School District (CA) 163 students, PK-8 Amy McCabe 831.457.9912	Flemington-Raritan Regional SD (NJ) 3,100 students, K-8 Tim Bart 908.797.7178	Boyertown Area School District (PA) 6,900 students, K-12 Steve Elsier 610-367-4697	Birmingham Public Schools (MI) 8,000 students, K-12 Kim Whitman 248.760.3011	Anaheim Elem. School District (CA) 18,000 students, K-12 Jackie Filbeck 714.883.6701
Greenburgh-Graham UFSD (NY) 150 students Jess Dannhauser DannhauserJ@graham-windham.org	Garden City School District (NY) 3,800 students, K-12 Angela Heineman 516.521.0304	Hollister School District (CA) 5,500 students, TK-8 Elizabeth Martinez emartinez@hesd.org	Chambersburg Area SD (PA) 9,000 students, PK-12 Alexander Sharpe 717.404.6179 alexander.sharpe@casdonline.org	Beaufort County SD (SC) 22,000 students, PK-12 Christina Gwozdz 843.636.8555 ChristinaGwozdz@beaufort.k12.sc.us
Live Oak School District (CA) 2100 students, K-8 Jeremy Ray jray@losd.ca	Lafayette School District (CA) 3,568 students, TK-8 Teresa Gerringe 510.599.9152	Lancaster ISD (TX) 7,200 students Ty Jones 214.802.3776	Davenport CSD (IA) 16,000 students, PK-12 Ralph Johanson 563.381.4598 rjohanson1@msn.com Bruce Potts 563.355.7388 potts@daportschools.org	Billings Public School District 2 (MT) 16,000 students, K-12 Greta Besch Moen 406.248.4360
Loma Prieta Joint Union Elementary (CA) 941 students, PK-8 Deana Arnold d.arnold@loma.k12.ca.us	Lawrence Township PS (NJ) 3,800 students, PK-12 Dana Drake 201.527.8464	Montclair School District (NJ) 6,700 students, K-12 Laura Herzog 973.699.1541 lherzog@montclair.k12.nj.us	East Aurora SD 131 (IL) 14,000 students, K-12 Kimberly Hatchett 630.881.1243	Crowley Independent SD (TX) 15,000 students, K-12 June Davis 847.437.1938
Mount Pleasant Central SD (NY) 2,000 students, K-12 Thomas McCabe 914.874.6075	Los Gatos Union Elementary SD (CA) 3,200 students, K-8 Peter Noymer 408.656.5510	Palo Alto Unified School District (CA) 8,000 students, K-12 Ken Dauber 650-906-4340 kdauber@pausd.org	Helena Public Schools (MT) 8,200 students, K-12 Sarah Sullivan 406.465.1472	Duval County Public School District (FL) 128,000 students, K-12 Warren Jones 904.390.2372 Jonesw2@duvalschools.org
Orange City School District (OH) 2,024 students, K-12 Melanie Weltman 216.378.6989 mweltman@orangecsd.org	Los Gatos-Saratoga Union HSD (CA) 3,287 students, 9-12 Robin Mano rmano@lgsuhd.org		Huntley CSD 158 (IL) 9,500 students, K-12 Tony Quagliano 847.254.2885	Ector County Independent SD (TX) 30,000 students, PK-12 Doyle Woodall, 432.553.4115 dww831@yahoo.com
Rumson-Fair Haven Regional HSD (NJ) 970 students, 9-12 Lisa Waters 732.616.0961	Park City School District (UT) 4,973 students, PK-12 Andrew Caplan acaplan@pcschools.us		Lawrence Public Schools (MA) 15,000 students, K-12 John Connolly 617-447-1302 johnronanconnolly@gmail.com	Linn Benton Lincoln Education Service District (OR) 37,000 students Heather Search 541.812.2600
	San Carlos School District (CA) 3,100 students, PK-8 Eirene Chen echen@scsd.k12.ca.us		New Bedford Public Schools (MA) 12,700 students Mayor Jonathan F. Mitchell 508.979.1410	Los Angeles USD (CA) 640,000 students, PK-12 Monica Garcia 213.505.6122 monica.garcia@lausd.net
				Newark Public Schools (NJ) 35,000 students, K-12 Josephine Garcia 973-733-7333 j4garcia@nps.k12.nj.us
				Oceanside Unified School District (CA) 20,000 students, K-12 Ann Corwin 760.213.7285
				Stafford County PS (VA) 28,650 students, PK-12 DeWayne McOsker 540.751.8809

**SELECT HYA SUPERINTENDENT SEARCH HISTORY
WITH REFERENCES**

2017

0 – 3,000 students	3,001 – 5,000 students	5,001 – 7,500 students	7,501 - 20,000 students	20,001+ students
<p>Bexley City SD (OH) 2,274 students, K-12 Melissa LaCroix Melissa.Lacroix@bexleyschools.org</p> <p>Harvard CUSD 50 (IL) 2,400 students, PK-12 Sandra Theriault stheriault@cusd50.org</p> <p>Hunterdon Central Regional HS (NJ) 2,990 students, 9-12 Deborah Labbadia 908.616.8588</p> <p>Madison SD (NJ) 2,604 students, K-12 Lisa Ellis 201.400.2349</p> <p>Montecito Union School District (CA) 438 students, K-6 Katy Murphy kmurphy@montecitou.org</p> <p>Orinda Union Elementary SD (CA) 2,529 students, K-8 Julie Rossiter 925.408.1780 jrossiter@orinda.k12.ca.us</p> <p>Pelham Public Schools (NY) 2,800 students, K-12 Madeline Smith 646.209.5213</p> <p>Piedmont USD (CA) 2,706 students, K-12 Andrea Swenson 510.697.8567 aswenson@piedmont.k12.ca.us</p>	<p>Beacon City Schools (NY) 3,600 students, K-12 Meredith Heuer 917.447.6562</p> <p>Chappaqua Central SD (NY) 4,000 students, K-12 Allison Gardner 914.409.7696</p> <p>Concord Public Schools & Concord-Carlisle Regional School District (MA) 3,355 students, K-12 Johanna Boynton 978.318.1500</p> <p>Duxbury Public Schools (MA) 3,250 students, PK-12 Anne Ward, awarddux@verizon.net</p> <p>Jefferson UHSD (CA) 4,750 students, 9-12 Rosie Tejada 415.250.5123</p> <p>Manhasset Union Free SD (NY) 3,300 students, K-12 Regina Rule 914.602.1483</p> <p>North Shore SD 112 (IL) 4,309 students, PK-8 Eric Ephraim 847.541.0076</p> <p>Rescue Union SD (CA) 3,766 students, PK-8 Nancy Brownell, 916.769.7417</p> <p>Rye City SD (NY) 3,384 students, K-12 Katy Keohane Glassberg glassberg.katy@ryeschools.org</p>	<p>Franklin Public Schools (MA) 5,447 students, PK-12 Kevin O'Malley 774.571.8486</p> <p>Hempstead Union Free School District (NY) 6,000 students, PK-12 Maribel Touré 516.434.4000</p>	<p>Alexandria City Public Schools (VA) 15,000 students, PK-12 Ramee Gentry 703.899.2637</p> <p>Clarke County SD (GA) 13,500 students, PK-12 Charles Worthy, 706.255.7795</p> <p>Crowley ISD (TX) 15,200 students, PK-12 June W. Davis 817.292.6092</p> <p>Cupertino USD (CA) 18,500 students, PK-12 Anjali Kausar 408.827.8336</p> <p>El Rancho USD (CA) 8,800 students, PK-12 Jose Lara 562.991.4868</p> <p>L'Anse Creuse PS (MI) 12,000 students, K-12 Amy Servial 586.822.9302 amyservial@gmail.com Dr. Terri Spencer 248.520.0334 tmsedd@gmail.com</p> <p>Pleasanton Unified SD (CA) 15,000 students, PK-12 Joan Laursen 925-339-1763</p> <p>Richland SD (WA) 13,400 students, K-12 Rick Jansons, 509.528.3488 rick.jansons@rsd.edu</p> <p>Sequoia Union HSD (CA) 9,000 students, 9-12 Carrie DuBois cdubois@cbnorcal.com</p>	<p>Fairfax County PS (VA) 183,000 students, PK-12 Sandy Evans, 571.423.1083</p> <p>Garland ISD (TX) 57,400 students, PK-12 Larry H. Glick 972.475.4000</p> <p>Midland ISD (TX) 25,000 students, PK-12 Rick Davis 432.683.6686</p> <p>Portland Public Schools (OR) 49,200 students, PK-12 Amy Kohnstamm 503.913.3945</p> <p>Richmond City SD (VA) 22,000 students, PK-12 Dawn Pope 804.402.5000 Thomas Farrell 804.513.0523</p> <p>San Diego County Office of Ed (CA) 500,000 students Gregg Robinson 619.225.0377</p>



Signature Search Process

HYA | HAZARD
YOUNG
ATTEA
ASSOCIATES

The HYA Difference

National Reach – Local Focus

Established in 1987, Hazard, Young, Attea & Associates (HYA) is one of the oldest and largest search firms having assisted more than 1,400 school boards select exceptionally talented leadership in school systems across the nation, large and small, urban and rural. HYA's reputation and experience make it one of the preeminent school search firms in the nation and a standard which others often emulate. HYA Associates are located across the country to conveniently serve clients and are thus uniquely qualified to bring local - as well as national - perspectives, knowledge, experience, and connections to each search.

Communication

Communication and organization are critical to successful searches. HYA uses web-based delivery systems that give our clients anytime, anywhere access to all documents regarding the search. Whether through a tablet, smart phone, laptop or desktop computer, the Board and the search Associates have confidential access to all information associated with the search in an organized, transparent, and timely manner.

Executive Oversight

Every HYA search has executive oversight by the HYA President and a project manager to ensure all details are carefully managed. HYA has professionally staffed offices, a technological infrastructure, and a staff of full-time employees. Our tech team serves as a resource to school districts for linking the online community survey and other search materials to their website. These resources make HYA capable of responding to requests in a very timely fashion.

Research Based

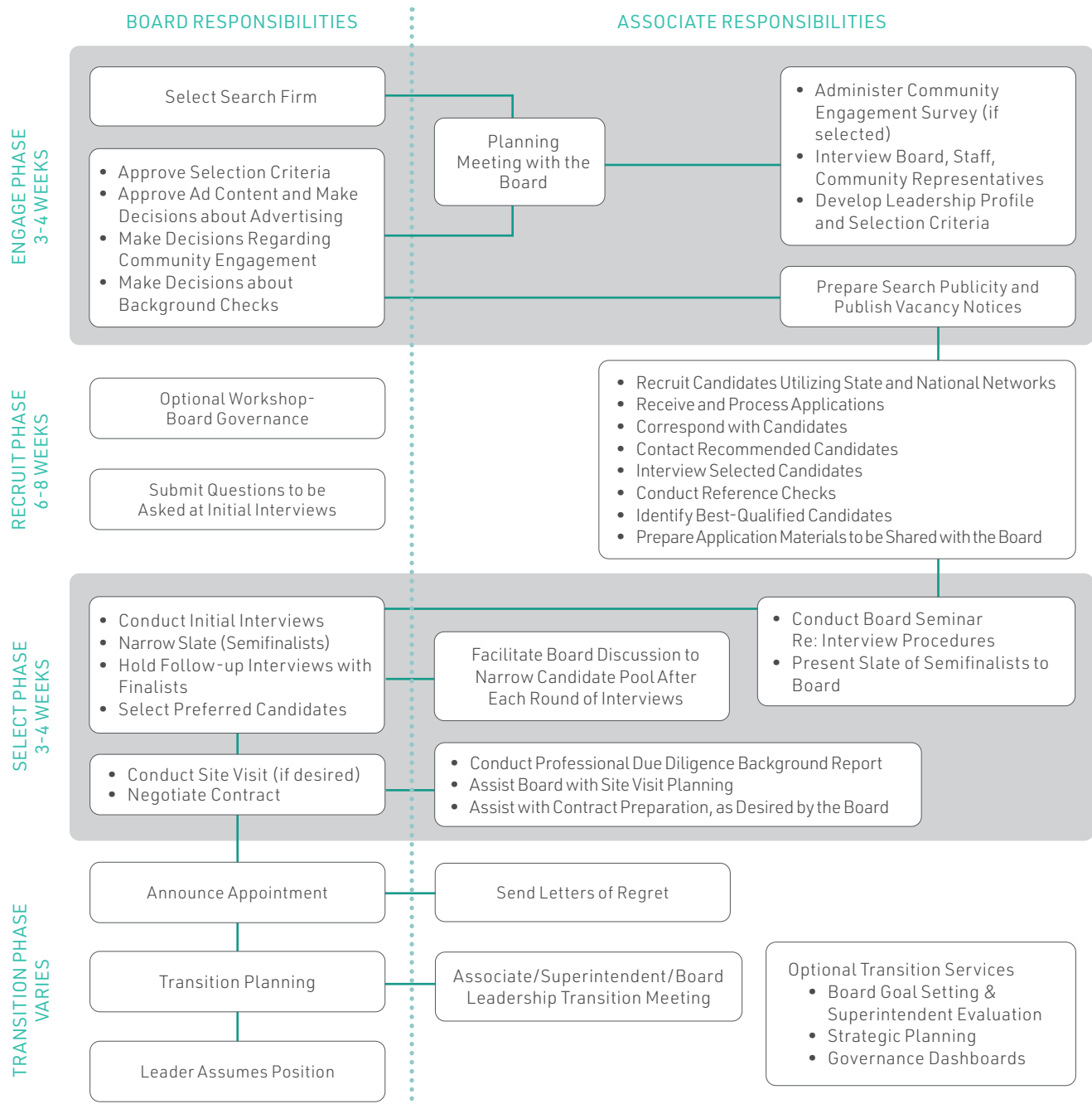
HYA has over 30 years of experience supporting school districts in improving student outcomes. HYA's community engagement process employ research-based approaches to identifying the goals, needs, and priorities of the school system along with the desired characteristics of its next leader. The Engage Phase was developed based on research on effective leadership. The resulting Community and Leadership Profile Report provides information on the current state of the District, essential information the Board will use in the selection process and the new leader can use day one of employment. Furthermore, by blending consulting, professional service, and technology, HYA offers transition services and an analytics infrastructure to help the Board and their new leader better understand the interrelationships among school functions, and the impact of decisions and expenditures on student outcomes.



More Than a Background Check – Executive Due Diligence

HYA offers comprehensive and expanded background checks completed by independent third-party investigators and includes an executive summary allowing for an analysis of findings, not simply dozens of articles and documents for Board members to read. The investigative procedures are comprehensive and thorough with a focus on the public school landscape - well beyond what constituents could produce through a simple internet search. This includes on-site research of primary source documents at relevant county court houses for civil and criminal record history. Additionally news and social media investigations provide a better understanding of a candidate's leadership style, public relations skills, and reputation.

HYA Signature Search Process





The Four Phases of HYA's Signature Search

The process outlined represents a prototypical search. Upon selection, the Associates will meet with the Board to discuss this process and modify it to meet the Board's unique needs. The following is a description of each phase in the search

Engage

The Engage phase consists of designing and planning a process of engaging the Board and stakeholders through interviews, online surveys (available in world languages), and focus groups. Information from these interactions assists the Board in developing a leadership profile and selection criteria that match the priorities of the community and that meet the unique needs of the local district. This disciplined, inclusive and research-based approach ensures all stakeholders have the opportunity to be a part of the search process and provides valuable feedback about the school district based on HYA's local research and professional understanding of the district's standing in the broader marketplace. Survey options are detailed on page 7 of this brochure.





Recruit

The Recruit phase consists of leveraging HYA's extensive national network of Associates and incorporating advertising strategies (as selected and paid for by the Board pursuant to pages 8 and 9 of this brochure) that results in the identification and recruitment of exceptionally talented leaders. HYA can also recruit non-traditional candidates, i.e. executives that have worked in business, military, private or public sector. HYA works in close partnership with state and national organizations with numerous Associates serving on those Boards.



Select

The Select phase consists of providing the Board with a slate of candidates that were interviewed by HYA Associates using the Leadership Profile established by the Board. HYA's Associates are committed to spending the necessary time and energy on the details to find the right candidates to bring to the Board. The search team then facilitates the Board interviews and appointment process including reviewing candidates' references. HYA's ability to gain important background information regarding candidates - beyond what appears on an individual's resume - is a unique and distinguishing characteristic of HYA, and is attributable to the integrity of the firm, Associates, and the vast networks of professional relationships built through years in the education field. A workshop on interviewing and construction of interview questions is facilitated by the Associates for the Board. Executive due diligence including formal background and media checks complete the Select phase (as selected and paid for by the Board pursuant to page 10 of this brochure).



Transition

The Transition phase consists of assisting the Board and new Superintendent to assure a successful transition. Appointing a new leader is the first step toward accomplishing organizational and student goals for success. Included in the search fee is a transition meeting with the new Superintendent and representative(s) of the Board regarding the information learned throughout the search process, in particular, the Community and Leadership Profile Survey. Additional transition services are available (as selected and paid for by the Board pursuant to page 11 of this brochure).

The Search Team

Presently, HYA is represented by Associates across the United States who assist with the firm's mission to provide proactive, thorough and quality assistance to School Boards in need of identifying and recruiting highly qualified executives for superintendencies and other administrative positions. HYA Associates bring extensive executive search experience and broad educational backgrounds to its practice. Through continuing involvement in school and university work, HYA Associates are aware of current educational issues and have strong relationships with educational leaders and opinion-makers in administrative leadership and management. HYA is committed to engaging a diverse and gender balanced cadre of Associates. Among HYA Associates are members of NABSE (National Alliance of Black School Educations) and ALAS (Association of Latino Administrators and Superintendents).

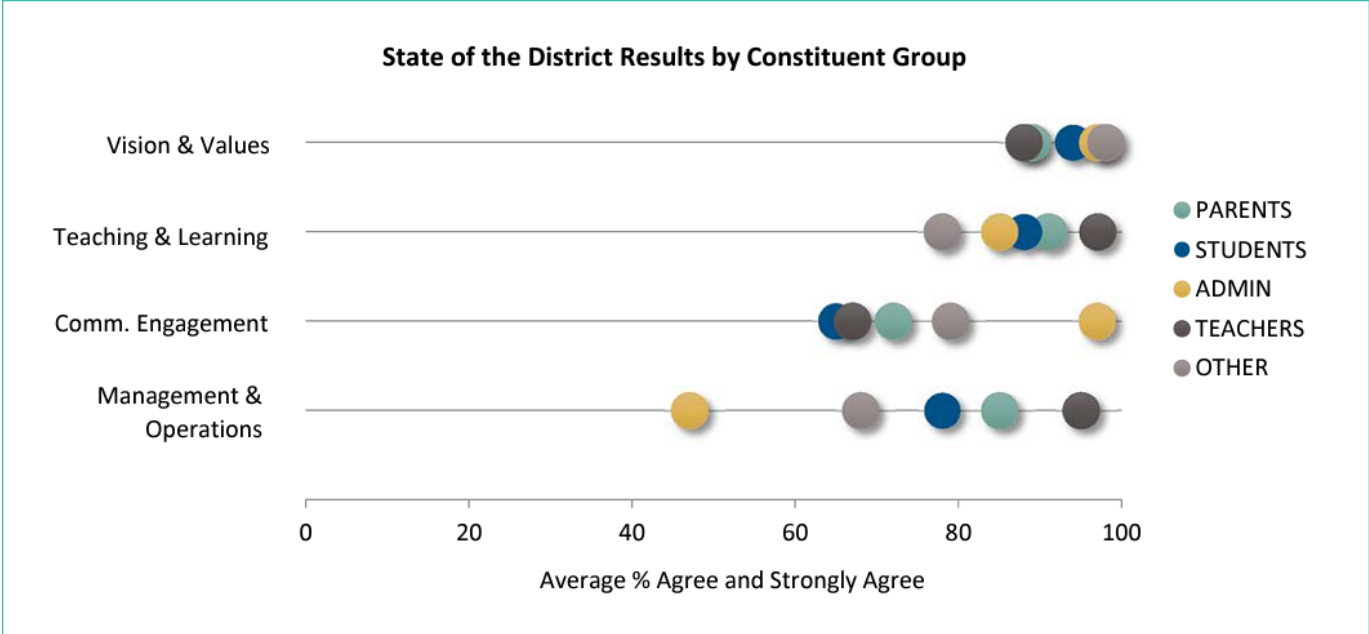
HYA assigns an individual management team to each executive search that it conducts. Associates assume direct responsibility for the search and coordinate the activities of all individuals engaged in the project. In addition to the Associates assigned to the search, all nation-wide Associates in the firm are tasked with identifying prospective candidates.

HYA has professionally staffed offices, a technological infrastructure and a full-time employed staff; thus, HYA is capable to respond to any request the Board may have on the Board's time schedule. Finally, each search has executive oversight by the HYA President and project manager to ensure no detail is overlooked. HYA's office staff, which is highly knowledgeable and pleased to assist at any time, is available to the Board from 8:00 a.m. to 5:00 p.m. CST, Monday through Friday.

HYA believes that communication and organization are critical to successful searches. Our delivery systems give the Board anytime, anywhere access to all documents regarding the search. The Board and its Associates can have confidential access to all information associated with the search in a cloud based, organized and timely manner.

Community and Leadership Profile Survey

HYA's online survey employs a research-based approach to identifying the goals, needs, and priorities of the school system along with the desired characteristics of its next leader. The survey was developed based on research on effective leadership. There is a lot of science involved in crafting a good survey questionnaire. HYA uses a multi-stage process to design, measure change over time, and report survey findings. The Community and Leadership Profile Report is a sophisticated executive report to publish for your community. Survey responses are summarized by area, constituent group, and disaggregated at the question level.



Pricing: \$2000
\$415 per language
\$1000 for customization - up to 3 open-ended questions and up to 10 forced-choice questions

Advertising Services

HYA Associates work with their clients to consider the many approaches to advertising vacant position(s). The HYA staff creates and coordinates all advertisements at the Board's direction. HYA advertising packages ensure exposure in the most frequently read print, e-publication journals, and job boards of education leaders across the country. In addition, HYA offers more focused advertisement packages for the Board to consider as add-ons to the National packages, including state and region-specific options.

All HYA search clients are advertised on the HYA Active Searches webpage and social media accounts - Facebook, LinkedIn and Twitter. The HYA Active Searches webpage averages 25,000 views per month and is a clickable list that leads its viewers to a separate page fully dedicated to your search.

Package 1 - \$2,150

One listing in the HYA group ad in Ed Week's print publication

Online listing on AASA for 30 days with Online Spotlight, Preferred, and Featured upgrades

Package 2 - \$3,400

Two HYA group ads in Ed Week's print publication

Online listing on EdWeek's TopSchoolJobs for 30 days & Showcased on the homepages for EdWeek and TopSchoolJobs for 7 days

Online listing on AASA for 30 days with Online Spotlight, Preferred, and Featured upgrades

Package 3 - \$6,650

Listing in the HYA group ads in Ed Week's print publication for the length of the search

Dedicated District specific ad in Ed Week's print publication

Online listing on EdWeek's TopSchoolJobs for 30 days & Showcased on the homepages for EdWeek and TopSchoolJobs for 7 days

Online listing on AASA for 30 days with Online Spotlight, Preferred, and Featured upgrades



Options to Complement the Advertising Packages

(Choose as many as desired.)

Careerbuilder Network - \$488

Careerbuilder ad, linked to ASCD job ramp (Association for Supervision and Curriculum Development) for 30 days

ALAS & NABSE - \$520

Association of Latino Administrators and Superintendents (ALAS) for 6 weeks online, push on ALAS apps

National Alliance of Black School Educators (NABSE) for 30 days

Custom

Quoted price is based on number of Associations and frequency of ads to place

Regional Packages

(Regional packages give your vacancy additional exposure in a specific geographic region. National Advertising, as detailed in packages 1, 2, and 3, should still be considered.)

California - \$1,050

2 advertisements in the ACSA (Association of California School Administrators) EdCal CareerConnect print and 7 days online

CALSA (California Association of Latino Superintendents and Administrators) online advertisement for 30 days

Northeast - \$1,050

NJASA (New Jersey Association of School Administrators)

NYSCOSS (New York State Council of School Superintendents) online and newsletter

CAPSS (Connecticut Association of Public School Superintendents)



Executive Due Diligence

HYA offers executive due diligence as part of the search process. The comprehensive and expanded background checks are completed by independent third-party investigators and include an executive summary allowing for an analysis of findings, not simply dozens of articles and documents for Board members to read. The investigative procedures are comprehensive and thorough with a focus on the public school landscape - well beyond what constituents will produce through a simple internet search. This includes on-site research of primary source documents at relevant county court houses for criminal record history. Each background search requires 7-10 working days to complete.

Two packages are offered. The Comprehensive Package includes a news and social media analysis. The news media investigation provides a better understanding of a candidate's leadership style, public relations skills and priorities. The news media investigation draws upon over 28,000 specialized publications and 900 newswires in 200 countries and includes 30 years of credible archived information. Special focus is given to publications in communities where the candidate has lived or worked. The social media review includes a review of text and images on sites such as Twitter, LinkedIn, personal blogs and industry websites. The analysis provides a summary of candidate generated activity with highlights of negative alerts.

The Basic package was designed in response to requests for a simpler cabinet or principal position background check; it does not include the news and social media analysis.

	Comprehensive \$1950	Basic \$1100
Personal Profile Summary	x	x
Social Security Trace	x	x
County Criminal Record History	x	x
Federal Criminal Record History	x	x
County Civil Record History	x	x
Department of Motor Vehicles License Information	x	x
Education (Degree) Verification	x	x
Investigation of all Aliases Identified within Past 7 Years	x	x
Investigation of all Jurisdictions of Residence, Education, and Employment within Past 7 Years	x	x
University and Academic Program Accreditation	x	x
National Criminal Record History	x	x
National Sex Offender Search	x	x
Executive Summary	x	x
News Media Review (5 year timeframe and up to 20 relevant articles)	x	
Social Media Review	x	

HYA Transition Services

HYA offers optional transition services that would benefit the Board and Superintendent. Our website contains even more information, including white papers, brochures and videos about HYA's Transition services:

<https://hyasearch.com/executive-search/transition/>

Community Engagement & Surveys

Measurement and feedback are critical components of a quality improvement framework. Including stakeholders' voices in improvement and innovation plans ensures there is a balanced and expanded set of metrics for governance and leadership – beyond student outcomes. Focus Groups and Town Hall Meetings (whether in person or virtual) can be facilitated by the HYA team to ensure school leadership hear and learn from stakeholders' collective wisdom. Priced based on number of events.

Measuring stakeholder satisfaction through surveys help identify problems that might otherwise go unnoticed by organizational leadership, improve public trust in school systems, increase support for future programming and initiatives, and improve the overall climate and culture of the school system. Choose from our current survey instruments with the ability to customize questions. A full executive report with visual representations of the data and appendices are provided. *\$5,000 additional \$1,000 for customization. Professionally translated world languages available at \$415/language.*

Board Governance Workshop

The Board Governance Workshop requires a half day and provides the Board the opportunity to clarify the respective roles of the Board and the Superintendent. The workshop addresses the concepts of trusteeship, governance, management, continuous improvement, and systematic change. Developing and maintaining effective Board-Superintendent relations, the need for long and short range planning, consensus decision-making, and other components of successful Board service are also discussed at this workshop. *\$2,500, includes all preparation and material.*

Board Goal Setting & Superintendent Evaluation

To develop and maintain effective Board-Superintendent relations and provide the Board with an opportunity to determine what it desires to have the Superintendent achieve during in the position, goals and the evaluation process must be codified and understood with great clarity. The evaluation process should reinforce the concept of continuous improvement and should monitor the achievement of the Board's goals. Processes and instruments for performance evaluation will be provided. *\$5,000 (2 sessions: 1. goal setting for superintendent, 2. facilitation/review of superintendent evaluation).*

Strategic Planning

Improving student outcomes begins with a clear and compelling vision for student success. When a new leader is appointed, a clear and concise strategic plan helps guide decisions and ensures energy is directed toward advancing the priorities of the community as directed by the Board. A disciplined strategic planning process allows school systems to engage stakeholders, build a consensus around what matters, and channel resources accordingly in order to ensure a maximum return on investments. A disciplined strategic planning process provides clarity of purpose as well as a structure to align the organization, its structures, and its policies.. *Quoted based on agreed upon scope.*

Executive Coaching

The mentoring relationship will be designed with the HYA Associate and the new Superintendent with input from the Board. There is a focus on monitoring progress towards attainment of Board goals and facilitation of the Superintendent's first year evaluation. A coach provides a neutral third party sounding board with personal experience and understanding of the demands of the position. A coach, unlike employees or family members, isn't a dependent or subordinate, but rather a person capable of giving honest feedback to help the leader achieve their goals and the goals of the organization. *\$10,000/school year.*

Governance Dashboards

Governance dashboards help to facilitate, launch, and govern implementation of the district's strategic plan and give meaningful data for the Board to evaluate the impact and return on investment that strategic goals are having on student achievement, financial, and other system outcomes. The strategic dashboard provides a framework for the Board and Superintendent to communicate the priorities and progress of the school system to the community. This service is a continued service from year to year. *Included with Strategic Planning.*

Comprehensive First Year Support

This service includes the Board Governance Workshop, Executive Coaching, and Board Goal Setting & Superintendent Evaluation services. The mentoring relationship will be designed with the HYA Associate and the new Superintendent with input from the Board. There is a focus on monitoring progress towards attainment of Board goals and facilitation of the Superintendent's first year evaluation. *\$15,000/school year.*

HYA looks forward to the possibility of working with the Board and assisting with the selection of a new leader. Please contact HYA at 847.250.7261 or at hya@hyasearch.com with questions or requests for additional information.

Hazard, Young, Attea & Associates
1475 E. Woodfield Rd.
14th Floor
Schaumburg, IL 60173

www.hyasearch.com