

Leadership for Excellence
Dr. Shirley J. Holloway
P.O. Box 140088
Anchorage, Alaska 99514

February 7, 2020

President Roxanne Brower
North Slope Borough School District
Utqiagvik, Alaska 99723

Dear President Brower:

Leadership for Excellence would be honored to work with you, your search committee, and the Board of Directors to select your next Superintendent for the North Slope Borough School District. It is our intention to partner with the Alaska Humanities Forum (Kameron Perez-Verdia) to provide facilitation, communications/outreach, human resources, and technical support for this search.

Mr. Perez-Verdia and I have a great deal of experience conducting executive searches nationally and within Alaska. Additionally, we both bring a long-standing relationship and commitment to the schools and communities of the North Slope.

A superintendent search process can vary greatly in size and scope depending on the goals, timeline, and budget of your board. However, if they are going to be successful, all superintendent searches need to involve the following:

- A clear set of goals and expectations from the School Board
- A clear understanding of the District's current status and vision for the future
- Input from the community, school district staff, teachers, and students
- A strong communications and operational plan to ensure the search has both transparency and integrity
- A high-quality vetting process to ensure we find deep talent, past performance, and the ability to connect with the culture of the community and district.
- Adequate time to prepare for the process, conduct the search, and agree on a final selection.

The goal is to find the right match for your communities, schools, parents and, most importantly, students. Additionally, we believe that it is important that whomever you select to help you with the search has a deep appreciation for the values, traditions, and history of the school district and the North Slope.

Depending on the scope of the search you and your board decide on, I believe we can conduct the search for \$25,000-\$35,000. I have included an outline for the proposed search.

Thank you for the opportunity and for your consideration.

Sincerely,

Shirley Holloway

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Leadership for Excellence

Proposed Search Process

Development of Search Approach:

- Board Work session to plan superintendent search
- Search Committee is formed

Information Collection:

- Information is collected from community, staff/teachers, and students
- Candidate profile is developed and approved – including salary range

Search Begins:

- Search begins and continues 3-5 weeks
- Candidates are narrowed and screened (consultant and search committee)
 - First pool – clarify how to handle internal candidates or Board Members
 - Formal scoring against agreed criteria
 - Information package for candidate
 - Phone screening
 - Round 1 interviews/ Round 2 interviews
 - Finalist(s) selection
 - Reference and background checks
 - Prepare proposal to the full board

Selection Process:

- School Board/Search Committee interviews 2-4 candidates
- Salary negotiation and evaluation criteria are reviewed with candidates
- Finalists (2) are announced
- Public candidate forums are held
- Final contract negotiation
- Board acts to select final candidate