

EXHIBIT 1 (Revised 11-27-18)

Becker Public Schools Superintendent Search Services PEER Solutions Work Scope

Steps	Activity	Timeline
1	SITE VISIT – Attend a planning meeting with the Board and develop a working relationship with key staff. Identify a board search committee. Establish a search calendar of events and develop a relationship with local media as appropriate.	November 27, 2018
2	Post position, assist with establishing a district website presence regarding the search, identify stakeholder team leaders and participants, set up interview process and initiate process to develop interview questions. Develop a salary range with board leadership. Recruit candidates for position.	December 17 – February 1
3	SITE VISIT – Meet with stakeholder groups and the Board to identify candidate attributes and district needs over next two years. Complete stakeholder survey	January 15
4	Develop a candidate profile of attributes, secure and review all candidate applications, perform due diligence on a selected group of applicants and establish the financial viability of candidates.	January 15 – February 7 (Bd scorecards 2-7 to 2-11)
5	SITE VISIT – Work with Board committee to select candidates to interview and work with interview team leaders to prepare for the interview process.	February 12
6	SITE VISIT – Orchestrate the final interview process of the finalists. Include board-approved stakeholder teams and the Board in a full day screening process culminating in the board selecting a new superintendent. Consultants will communicate with finalists, stakeholders, and the media as the decision is made.	February 20
7	Conduct the search close out process including notifying applicants and performing ‘over-watch’ on contract negotiations.	Week eleven or twelve