



SOUTH SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

Agenda Item Summary

Meeting Date: June 20, 2018

Purpose: ☐ Presentation/Report ☐ Recognition ☒ Discussion/ Possible Action

☐ Closed/Executive Session ☐ Work Session ☐ Discussion Only ☐ Consent

From: Angelina Osteguín, Board President

Item Title: Interviews of Superintendent search firms and Selection of a search firm.

Description:

The Board will interview one or more Superintendent search firms and may vote to select a search firm.

Recommendation:

It is recommended that the Board vote to select a Superintendent search firm.

District Goal/Strategy:

Strategy 1 We will engage all school community members through transparency and effective communication to promote a positive perception and create a strong brand.

Funding Budget Code and Amount:

CFO Approval

To be determined by the proposal submitted by the selected search firm.

APPROVED BY:

SIGNATURE

DATE

Chief Officer:

Superintendent:

 6-14-2018

Proposal

Consultant Services for Superintendent Search



June 12, 2018



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MEMORANDUM

Dear South San Antonio Independent School District Board of Trustees:

JG Consulting welcomes the opportunity to serve South San Antonio Independent School District (South San ISD) as the firm to manage the executive search process for the purpose of identifying a *Superintendent of Schools*. Our firm will manage the recruitment process in collaboration with the Board of Trustees. Our mission is to provide an equitable process while maintaining the district's standard of quality. We aim to accomplish this objective in a timely and cost-efficient manner with a benchmark of professional achievement and integrity. JG Consulting represents the school district and not the individuals seeking the position of Superintendent of Schools.

JG Consulting works with school districts to find Superintendents, CEO's, Directors, executive-level administrators, regional-level administrators, principals and teachers. We are committed to the long-term success of our district partners. Our commitment begins with successfully matching candidates and school districts upon the completion of the position profile. JG Consulting acknowledges the importance of supporting the executive search needs to ensure a strong intersection of talent.

Our recruitment efforts will span the country among various educational entities. The business methodologies implemented during the recruitment process will equip the district with access to every facet of our country's education landscape to achieve the district's objective of successfully identifying a Superintendent of Schools. JG Consulting will be a dedicated partner of the district and will make every effort to communicate accordingly with everyone involved in the *Superintendent Search* process.

Our firm's expertise is perfectly aligned to serve South San ISD during the executive search process. We understand the ultimate goal is to improve the academic achievement of every student, and we welcome the opportunity to partner with the district to achieve this goal. Lastly, JG Consulting will guarantee a successful search for a Superintendent of Schools. JG Consulting will conduct the Superintendent search again in its entirety at no cost to South San ISD if the hired candidate serves the district less than two years.

Respectfully,

James Guerra

James Guerra
President & CEO

JG Consulting dba | A "One-Fourth Consulting, LLC" Company

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Corporate Office:

300 Convent St., Ste. 1330

San Antonio, TX 78205



INTRODUCTION & BACKGROUND

JG Consulting has specific attributes unique to the firm:

JG Consulting focuses on human capital.

Our firm has diverse and rich relationships within the education landscape including the districts we support. We strive to develop new relationships with each new partnership.

JG Consulting promises ongoing communication with the Board of Trustees and candidates to ensure a seamless recruitment process.

JG Consulting works nationwide.

Our success has strengthened our relationships with many administrators across the country and we have vast access to a great talent pool that has made professional commitments to working in various markets.

The superintendent search will be managed onsite and remotely during each phase of the process. JG Consulting has a number of Faculty members across Texas whom are readily accessible to support the Board.

JG Consulting has integrated a unique technology platform for recruitment efficiency.

Our firm is connected to rising talent in districts across the country and we need to effectively connect with everyone in real-time.

We have integrated a unique technology platform, "Montage Talent, Inc.," unlike any other firm in the country that will allow South San ISD to review candidate interviews and profiles on-demand. This tool enables us to efficiently recruit candidates while saving the district additional costs.

JG Consulting accessibility and team members.

Our team is accessible anytime during each phase of the executive search process.

James Guerra will serve as the Principal Consultant through the Superintendent Search process. He is the President & CEO of JG Consulting (a One-Fourth Consulting, LLC company). James has worked in the education space since 2003 serving the nation's largest school systems in various capacities.

Dr. Patricia Linares will serve South San ISD as a Senior Search Consultant. Dr. Linares was most recently the Superintendent of Crowley ISD and Fort Worth ISD before retiring. She currently serves JG Consulting as the Chief Search Officer and is the senior most expert alongside the President and CEO, James Guerra.

Dr. Jesus Chavez will serve South San ISD as a Senior Search Consultant. Dr. Chavez was most recently the Superintendent of Round Rock ISD before retiring in 2013. He's been an educator for more than 35-years with various districts across Texas. Dr. Chavez currently serves as the Executive Director for the South Texas Association of Schools.

JG Consulting is committed to working in any district seeking to recruit talented educators.

We pride ourselves in supporting specific districts with intentional focus. We do not aim to support every superintendent search opportunity because we want to build long-term relationships with districts committed to seeking the most qualified candidates for their school system.

JG Consulting will provide a national or regional scope for the Superintendent Search.

We work with school districts and district leaders every day. Our commitment is grounded in best practices to promote academic achievement.

SUPERINTENDENT EXECUTIVE SEARCH: WORK PLAN

1. Planning Discussion & Board Interviews

- 1:1 interviews with the Board Members;
- Stakeholder and community-related meetings;
- Define the scope of work for the search;
- Review and provide input on the job description, qualifications, competencies, selection criteria, legal requirements, newspaper and educational publications, announcements, search calendar and compensation package;
- Discuss any issues and expectations for the position;
- Determine the search and selection procedures including the search calendar;
- Discuss the recruitment of candidates;
- Discuss the screening process and preliminary evaluation;
- Discuss the interviewing process;
- Discuss the selection and hiring activities.

2. Communication Protocols

- We will assist with marketing, advertising and communication for the available position. These efforts will include advertising in educational publications, various websites with state organizations, national organizations and higher education institutions. We will develop an advertising plan for the Board's approval.

3. Candidate Recruiting

- We will create a search strategy according to the unique needs of the district. We will not rely solely on advertising and job postings. Our firm will proactively engage with candidates across the vast educational ecosystem including national and state affiliations, private sectors and non-profit sectors;
- JG Consulting will distribute countless e-mails with the position profile and make countless phone calls to potential candidates and sources;
- We ensure a balance of gender and ethnicities among the qualified candidates we present to the Board. We will actively recruit traditional and non-traditional candidates that have successfully demonstrated leadership capacity;
- Our national networks will provide access to the for-profit, not-for-profit and other education communities nationwide. We utilize these channels in every search. Our network includes individuals within national and state education boards, political leaders and business leaders.

4. Candidate Reviews

- We will review all communication from interested candidates seeking information on the position to determine if they meet the minimum qualifications;
- Candidates who meet the minimum requirements will be asked to furnish additional information that will enable us to further evaluate their skills and experience according to the position profile;
- The Board will have access to each candidate's profile throughout the duration of the executive search.

5. Applicant Screening

- Candidates that successfully pass the pre-screening process will be presented to the district for discussion and determination for the first phase of interviews. *We do not work with a "stable" of candidates;*
- Additionally, JG Consulting will conduct thorough background checks of each candidate with a third-party;
- JG Consulting is a registered agent with E-Verify;
- *JG Consulting does not discriminate against any employee or job candidate because of his race, color, religion, national origin, sex (including pregnancy), physical or mental disability, or age.*

6. Candidate Interviews

- JG Consulting will provide comprehensive profiles of each candidate selected for an interview;
- Profiles will include: a synopsis completed by the firm, access to the Montage Talent, Inc. interview portal for each candidate, responses to preliminary screening questions, detailed responses from the personal interview rubric, a comprehensive background check by a third-party, completed reference checks and original resume. We work with each group to ensure that the candidates have been vetted.

7. Deliberation in the selection process of candidates for final consideration.

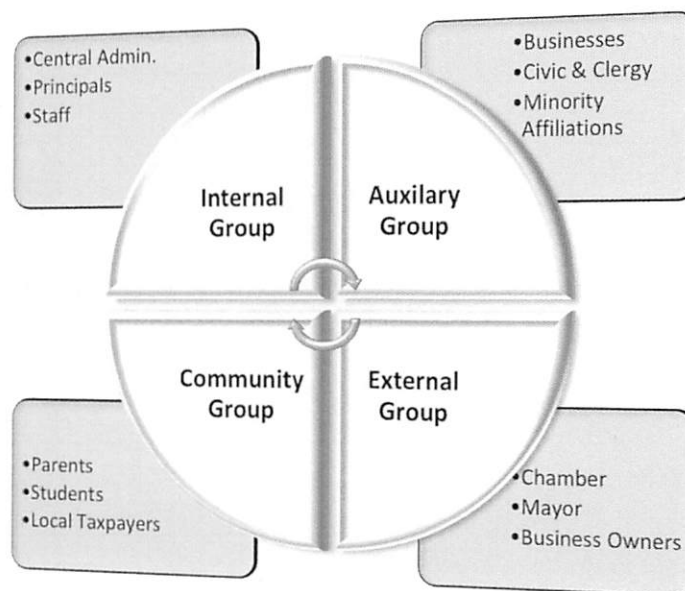
- Arrange for Board of Education candidate district visits (quantity and locations to be determined by the Board); if applicable.

8. We will support the district when requested on final interviewing protocols.

9. Closure

- We will contact all candidates as a process of the closing phase of the executive search. JG Consulting will also prepare final reports or a summary of expenses and assist in the announcement of the appointment, if requested by the Board. We will serve as an intermediary to construct the Superintendent's contract, if requested by the Board.

Example Stakeholder Meetings¹



¹ Stakeholder recommendations will be made by the Board of Trustees. We will also post an online survey accessible on the South San ISD website to protect the anonymity of the public and staff.

SUPERINTENDENT EXECUTIVE SEARCH: SAMPLE TIMELINE

Proposed Activities	Proposed Timelines ²
1. Planning discussion to initiate search	Late June
2. Prepare materials, research recruiting channels within K-12 and external networks; define marketing and recruiting strategies; conduct community-related meetings as identified by the district	Late June
3. Marketing and Recruiting Activities: <ul style="list-style-type: none"> Local, state, regional and national publications; Other education publications and websites; Campaigns: E-mails, calls, and in-person recruitment at national conferences; <i>The Leadership Academy (June 15-16)</i>; JG Consulting national cohort of Aspiring Superintendents; <i>TASA/UT Summer Conference (June 24-26)</i>: annual conference for Texas administrators. 	July – August
4. JG Consulting candidate screening; includes online interviews	July – August
5. Application due date	Early August
6. Prepare and present pre-screened applicants in a reporting format and with access to the interview videos	Mid-August
7. District interviews; may require multiple scenarios	Late August
8. Select a candidate for hire	September

*Timeline is customizable to the needs of the School Board.

² All dates will be aligned to meet the deliverables of the Board of Trustees.



EXPERIENCE: CONSULTANTS

JG Consulting **experience.**

Consulting Team Information:

James Guerra
Principal Consultant

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E: james@jgconsulting.us

Dr. Patricia Linares
Chief Search Officer

pat@jgconsulting.us
817) 996-5982

Dr. Jesus Chavez
Senior Search Consultant

jhchavez56@gmail.com
(512) 769-4384

JG Consulting has successfully managed 60 executive searches nationwide in the past 4-years. We have dedicated Faculty strategically located in the nation's largest markets. JG Consulting is the only full-service firm supporting school districts nationwide based in Texas. We are also the only firm to host an annual Leadership Academy to support the career development for aspiring leaders and superintendents. Our inaugural [Leadership Academy](#) will conclude with a third work session in September 2018 to coach aspiring superintendents (20 cohort members) representing various districts across Texas.

[Faculty](#)

[Testimonials](#)

[Editorials](#)

Please refer to individual credentials and other acknowledgements of the designated consultants associated with the Superintendent Search Firm Services (following pages).

Corporate Office:
300 Convent St., Ste. 1330
San Antonio, TX 78205

REFERENCES: TEXAS SCHOOL DISTRICTS

Fort Worth Independent School District

Jacinto Ramos, Board President (former)
100 N. University Drive
Fort Worth, TX 76107
P: (817) 814-1920
E: jacinto.ramos@fwisd.org
Superintendent Search: 87,000 Students
Placed: Dr. Kent Scribner

San Marcos Consolidated Independent School District

Kathy Hansen, Board President (former)
501 South LBJ Drive
San Marcos, TX 78666
P: (512) 393-6744
E: kathy.hansen@smcisd.net
Superintendent Search: 8,000 Students
Placed: Michael Cardona

McAllen Independent School District

Sam Saldivar, Jr., Board President (former)
2000 N. 23rd Street
McAllen, TX 78501
P: (956) 607-0750
E: sam.saldivar@mcallenisd.net
Superintendent Search: 24,000 Students
Placed: Dr. Jose Gonzalez

San Benito Consolidated Independent School District

Michael Vargas, Board President
240 N. Crockett Street
San Benito, TX 78586
P: (956) 357-5506
E: michael.anthony.vargas@gmail.com
Superintendent Search: 11,000 Students
Placed: Dr. Nate Carman

Hutto Independent School District

Connie Gooding, Board President
200 College Street
Hutto, TX 78634
P: (512) 517-4320
E: connie.gooding@huttoisd.net
Superintendent Search: 7,000 Students
Placed: Dr. Celina Estrada Thomas

Victoria Independent School District

Ross Mansker, Board President
102 Profit Drive
Victoria, TX 77901
P: (361) 935-6149
E: rmansker@suddenlink.net
Superintendent Search: 14,300 Students
Placed: Dr. Quintin Shepherd

Crosby Independent School District

Carla Windfont, Board President
Crosby, TX 77532
P: (281) 883-7083
E: cwindfont@yahoo.com
Superintendent Search: 6,200 Students
Placed: Dr. Scott Davis

El Paso Independent School District

Juan Cabrera, Superintendent
6531 Boeing Drive
El Paso, TX 79925
P: (915) 230-2577
E: cabjuan@episd.org
CAO, CIO & Area Superintendent Searches: 60,000 Students

Richardson Independent School District

Dr. Kay Waggoner, Superintendent (fmr.)
400 S. Greenville Avenue
Richardson, TX 75081
P: (469) 593-0000
E: kay.waggoner@risd.org
Athletic Director Search: 39,000 Students

Killeen Independent School District

Dr. John Craft, Superintendent
200 N. WS Young Drive
Killeen, TX 76543
P: (254) 336-0000
E: john.craft@killeenisd.org
Athletic Director & Dir. for SPED Searches: 43,000 Students

Ysleta Independent School District

Dr. Xavier De La Torre, Superintendent
9600 Sims Drive
El Paso, TX 79925
P: (915) 434-0032
E: xdelatorre@yisd.net
Chief Financial Officer Search: 42,000 Students

Socorro Independent School District

Dr. Jose Espinoza, Superintendent
12440 Rojas Drive
El Paso, TX 79928
P: (915) 937-0000
E: jespin01@sisd.net
Director for Special Education Search: 45,000 Students

SUPERINTENDENT EXECUTIVE SEARCH: COST

Analysis

The Superintendent Search will begin immediately upon award. JG Consulting will correlate to the timeline goals set forth by South San Antonio Independent School District.

The firm will work diligently onsite in the district with the Board of Trustees and community stakeholders as often as requested. The team of consultants will also engage in various remote activities to ensure maximum productivity.

Travel and expenses are all-inclusive with the “Superintendent Search Firm Services” cost listed below for services rendered by JG Consulting.

Travel and expenses are dependent on the Candidates’ in-person interviews.

Estimated travel and expenses per candidate = \$1,500/Day

- Includes airfare; if applicable;
- Local transportation (rental car or taxi), if applicable;
- Meals, if applicable;
- Lodging, if applicable.

There are no additional publishing and advertising fees associated with the Superintendent Search. The firm will incur any and all costs. We rely on various outlets but primarily engage with our national network and affiliates.

JG Consulting will also incur the cost of the on-demand interview subscription, Montage Talent, Inc.

Payment terms are \$6,000 upon execution of the contract. The final payment of \$6,000 will be due upon the hiring of a candidate. Payment is due net 30-days for each installment.

Total Cost for All Services Rendered = \$12,000 (All-Inclusive & Not to Exceed).

Bid Contact Person:

James Guerra

President & CEO

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ADDITIONAL SERVICES: PROFESSIONAL DEVELOPMENT

The JG Consulting team and faculty can serve as a resource for the newly hired Superintendent with onboarding and transition planning, if applicable. South San Antonio Independent School District may engage with JG Consulting to provide 1:1 or small group coaching with various levels of district leadership. The service is available in-person and/or online. The Board of Trustees, Superintendent, executive-leadership team and site-based staff will have an opportunity to engage with our Faculty when needed.

Our distinguished Faculty may support the Board of Trustees and District Leadership with professional development opportunities. The design of the training workshops is dependent on the goals and needs of the district. The JG Consulting team will customize a plan of action according to the unique goals and needs of the School Board and District Leadership with ongoing support consisting of onsite work sessions and regular communication. Our goal is to serve the district as a resource to promote continuous improvement for South San Antonio Independent School District starting with the Board of Trustees and District Leaders.

90-Day Advertising Plan³

Description	Details	Total Estimate ⁴
Association of Latino Admin. & Supts. (ALAS)	<i>60-Day Listing</i>	\$150
Direct Recruitment of Administrators (National)	<i>Supts./C-Level Admin.</i>	\$0
LinkedIn	<i>60-Day listing</i>	Included
American Association of School Admin. (AASA)	<i>Length of Search</i>	\$350
JG Consulting Website, Twitter (2) & Facebook	<i>Countless Views</i>	Included
Texas Alliance of Black School Educators (TABSE)	<i>Length of Search</i>	Included
National Alliance of Black School Educators (NABSE)	<i>Length of Search</i>	Included
TASA Job Portal	<i>60-Day Listing</i>	Included

The costs associated in Advertising Plan will be incurred by JG Consulting. No advertising fees will be charged to South San ISD.

³ Advertising plan will correlate to our proposed timeline (page 7 of the JG Consulting proposal); we will customize the plan to meet the needs of the Board.

⁴ The cost associated with each advertisement will be incurred by JG Consulting.



Texas Association of School Boards
P.O. Box 400 • Austin, Texas 78767-0400 • 512.467.0222
12007 Research Blvd. • Austin, Texas 78759-2439 • www.tasb.org

Serving Texas Schools Since 1949

June 8, 2018

Angelina Osteguín, President
Board of Trustees
South San Antonio ISD
5622 Ray Ellison Blvd
San Antonio, Texas 78242

Dear Mrs. Osteguín:

Selecting a successful superintendent is one of the most important and difficult decisions a school board will undertake. As your Association, we would take pleasure in assisting you through the search process.

With more than 30 years of experience, Texas Association of School Boards (TASB) Executive Search Services (ESS) understands the needs and concerns of Texas school districts, and we have the network and expertise to meet those needs. Our search knowledge and breadth of resources are unrivaled. In addition, our online application process attracts more applicants and provides boards detailed applicant information.

As your search team, we work for you and make recommendations to you. More importantly, we are with you every step of the way, helping you find the most qualified leader for your district. Once the search is complete, our work continues as we assist you and the new superintendent in making the transition.

We would appreciate the opportunity to meet with the board to discuss our process and plan your search. To coordinate a meeting or for additional information, call 800.580.8272, extension 3690. Thank you for your consideration of ESS as your search consultant.

Sincerely,

Butch Felkner, Director
Executive Search Services

Cc: Leticia Guerra - Board of Trustees, Vice President, South San Antonio ISD
Elda Flores - Board of Trustees, Secretary, South San Antonio ISD
Craig Stockstill - TASB Field Services Representative



Why Choose Executive Search Services?

As your membership organization, we understand how a school board operates and what is needed to conduct a successful superintendent search.

Executive Search Services (ESS) has more experience than any other superintendent search firm in the state. ESS has assisted more than half of all Texas school boards with superintendent searches since 1988, many of which are repeat customers.

ESS is the only firm with professional working knowledge of every superintendent in the state. Our statewide network, experienced field service representatives, assists in finding the best qualified applicants.

We work as a team, the entire staff and their experience work for your benefit, not just a single consultant.

Over 80 percent of the superintendents hired through ESS are still in the district five years later.

Continuing Education Credit is awarded to trustees for attending the session to prepare for interviews.

Your Satisfaction is Guaranteed

The search is continued until a satisfactory candidate is hired by the board of trustees. If the superintendent leaves within two years, ESS will conduct a modified search for travel and expenses only, no consulting fee is charged.

Our Price is Competitive

One inclusive fee is quoted. That quote is based on the school district's average daily attendance and includes travel and expenses.

To conduct a national search or expand the advertising, the additional costs are added to the inclusive fee quoted.





Board Member Training Credit

Each member of the board may earn continuing education credit (CEC) for participating in the search and related training.

Search participation:

CEC is awarded to each board member upon completion of the first application review, interview preparation, and question development session. Executive Search Services staff will enter the credit into the CEC reporting system within 10 days after the first application review meeting.

Related training:

A transition session for the new board-superintendent team is available and can be coordinated between the board and TASB Leadership Team Services (LTS). Facilitated by LTS, the session may run between three and four hours depending on the topic selected and the desires of the board. This session should follow the hiring of the new superintendent and is intended to strengthen the working relationships in the team. LTS staff will enter the credit within 14 days after completion of this training.



Summary of Events—Superintendent Search

Event	Description
*Presentation	The process usually begins with a proposal to conduct the search. All of the board's questions and concerns are addressed at this meeting.
Online Survey	After the vote to hire ESS, an online survey will be provided to the district for posting to their website. It will allow participants the opportunity to provide input on the leadership qualities desired in the new superintendent.
*Planning	The consultant presents a draft timeline and list of qualifications and characteristics (Q&Cs) for review. Each of the key events, dates, and Q&Cs are discussed, modified as required, and the timeline is accepted by the board. Formal approval is taken on the Q&Cs. The average timeline for a search is about 120 days.
*Leadership profile assessment (optional)	Information is collected from a variety of groups during scheduled sessions. The list of groups and session times are developed by the district administrative leadership and the consultant.
Leadership profile report	The consultant provides an electronic report with a summary of the information gathered from the onsite sessions and the online survey.
Application deadline	This is an administrative date by which all applications are to be submitted to ESS in an electronic (web-based) format. All completed applications will be processed and each member of the board will receive access to the confidential information along with resources to help in the reviewing and selecting of candidates.
*Review of applications	The board, using the received data and recommendation from the consultant, decides which of the applicants it will initially interview. The board, along with the consultant, will also develop questions for the interview and approve the interview schedule. Continuing Education Credit is awarded for this session.
Initial interviews	This part of the process usually occurs over 2-3 evenings with the board interviewing 2 applicants per night depending on the number of applicants selected. The outcome is for the board to select the 2-3 candidates they wish to interview in greater detail. Salary and benefits discussions begin at these meetings.
*Prepare for follow-up interviews	The board and consultant discuss the final interview schedule and arrangements for the related social event.
Follow-up interviews	Second interviews are conducted in 2-3 evenings depending on the number of candidates. Each interview takes 2-3 hours and begins with a social event (reception or dinner) involving the board members, the candidate, and the candidate's spouse. Following the social event, the board and candidate meet for the final interview. Following the final interview, the board will select the candidate of choice.
Site visit to home district	A committee of the board will conduct a visit to the home district of the candidate of choice. The applicant arranges a series of group interviews. This contact reassures the board they are making the correct choice for a new superintendent. A draft employment contract is provided to the applicant for review.
Vote to name finalist	When the board committee returns home, it reports its findings to the entire board at which time formal action can be taken to name a lone finalist. The name of the finalist can be publicly released.
Vote to hire	After waiting the mandated 21 days for public response, the board takes formal action and votes to hire the new superintendent. The superintendent's contract is completed at this point.
Superintendent reports to district	This date will be determined by the board and new superintendent.

*Possible activities the board and consultant will conduct together.



Setting the Direction for Your District

It Starts with Your Board

Finding the right superintendent is the most critical task a school board undertakes. Your selection sets the direction for your district. TASB Executive Search Services helps you navigate the search process to ensure success for your board, your students, and your community.



Visionary Leadership at Every Step

1 Integrity

As your membership organization, we are committed to serving school boards. We understand the unique needs and concerns of Texas schools, and we have the network and resources to meet those needs.

2 Guidance

We serve as your support team to ease the burden of the search process—providing expert advice, coordinating the tasks needed for the search to progress successfully, and collecting the information you need to make effective decisions.

3 Experience

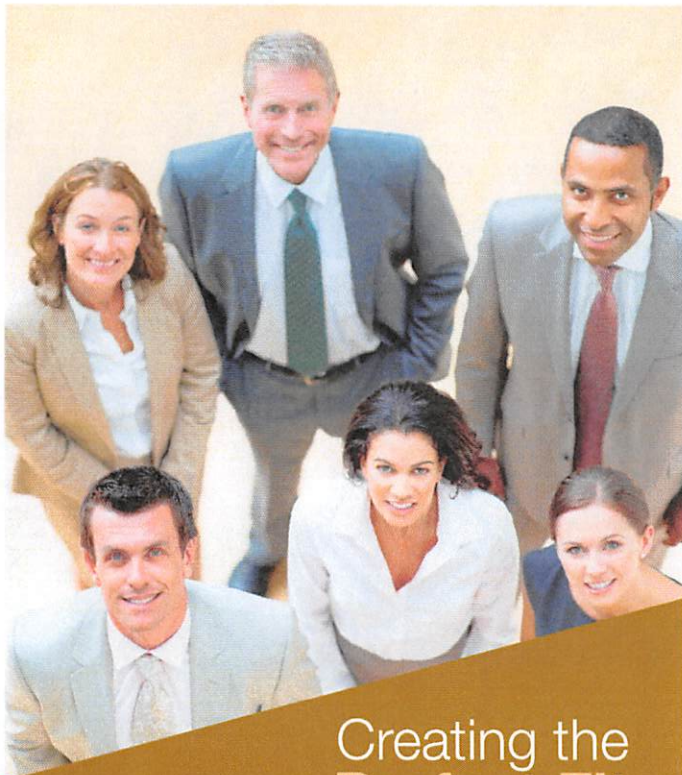
Starting in 1988, ESS has helped more than half of all Texas school districts find a new leader. We have helped place a new superintendent in districts ranging in size from 35 to more than 197,000.

Value in Solid Relationships

Strong Focus on Community

We believe community involvement in the search process is important. Through group sessions and web-based surveys, you will learn the thoughts and perceptions of parents, students, staff, and other community members and help secure their commitment to the new district leader.





Creating the Perfect Fit

The most important criterion for judging a successful search is the "fit" between the board and the candidate. You aren't just looking for a person to fill a position. You are looking for a partner who can help your district reach its fullest potential. TASB Executive Search Services will help you find that perfect fit.

We're with You for the Journey

Once the search is complete, our work continues as we assist you and the new superintendent in making the transition. We guarantee your satisfaction with your new district leader. If the superintendent leaves within two years of hiring, we will reopen the search with no additional consulting fee.



Setting a New Course

Recruiting Education
Leaders to Chart the
Future of Schools

Contact Us

Texas Association of School Boards
Executive Search Services
800.580.8272, extension 3690
executive.search@tasb.org • ess.tasb.org



ess.tasb.org

TASB Leadership Team Services

Transition Workshops

Build Trust
Clarify Roles
Promote Collaboration



Let us help you transition to your future!



Leadership Team Services
Services for a Better Board, a Better Community

Purpose

Transition workshops provide an opportunity for board members to discuss district priorities and share their vision and hopes for the district. These sessions address proactive measures that initiate and sustain a strong, healthy board/superintendent team.

Outcomes

- Discuss communication preferences and expectations of team members
- Establish clear and shared expectations of the superintendent for the first year
- Clarify roles and responsibilities of the board and superintendent
- Identify actions the board will take to support the success of the superintendent
- Identify how the superintendent will support the success of the board
- Establish shared understanding of what success looks like

Texas Association of School Boards
12007 Research Blvd. • Austin TX 78759

LTS.tasb.org/consulting • LTS@tasb.org
800.580.8272, extension 2452

SEARCH HISTORY

The following list reflects superintendent searches ESS has completed or is in the process of completing for the past five years.

Year	District	Board President	ADA
2016-17	Blanco ISD	Darrel Wagner	948
2016-17	Boerne ISD	Donna Sharp	7,592
2016-17	Brackett ISD	Daniel Laws	599
2016-17	Brazos ISD	Matt Demny	764
2016-17	Broaddus ISD	James Sowell	379
2016-17	Caldwell ISD	Clover Cochran	1,677
2016-17	Como-Pickton CISD	Greg Anglin	701
2016-17	Cuero ISD	BJ Drehr	1,978
2016-17	Decatur ISD	Jeff Alling	2,891
2016-17	Edgewood ISD	Roy Soto	10,351
2016-17	Friendswood ISD	Rebecca Hillenburg	5,877
2016-17	Harts Bluff ISD	Colton Bradshaw	536
2016-17	Laredo ISD	Cecilia Moreno	22,319
2016-17	Lovelady ISD	Bruce Monk	476
2016-17	McGregor ISD	Frank Graves	1,321
2016-17	Medina ISD	Andy Lautzenheiser	256
2016-17	Mexia ISD	Ron Fowler	1,743
2016-17	Navasota ISD	Greg Mock	2,823
2016-17	Raymondville ISD	Jessica Cantu	1,894
2016-17	Rogers ISD	Ryan Sebek	850
2016-17	Seguin ISD	Ishmael Flores	6,702
2016-17	Stanton ISD	Reggie Franklin	938
2016-17	Sweeny ISD	Glenn Garrison	1,810
2016-17	Sweetwater ISD	Leah Andrews	2,017
2016-17	Tatum ISD	Kip Amick	1,580
2016-17	Taylor ISD	Anita Volek	2,940
2016-17	Waco ISD	Pat Atkins	13,473
2015-16	Anderson-Shiro CISD	Lonnie Owens	772
2015-16	Burkburnett ISD	Jason Durst	3,124
2015-16	Chico ISD	William Hand	557
2015-16	Columbus ISD	Donna Tesch	1,502
2015-16	Cross Roads ISD	Darren Himes	562
2015-16	East Bernard ISD	Charles New	948
2015-16	Galveston ISD	Matthew Hay	6,198
2015-16	Goliad ISD	Trey Wimberly	1,316
2015-16	Hearne ISD	Tina Rocha	824
2015-16	Huckabay ISD	Greg Stewart	180
2015-16	Marathon ISD	Donaciano Fuentes	35
2015-16	Medina Valley ISD	Roland Ruiz	4,001

SEARCH HISTORY

Year	District	Board President	ADA
2015-16	North Hopkins ISD	Allen Joslin	446
2015-16	Paint Creek ISD	Kendell Medford	131
2015-16	Palacios ISD	Stephen Stuhrenberg	1,376
2015-16	Sherman ISD	Tim Millerick	6,626
2015-16	Southside ISD	Julian Gonzales	4,862
2015-16	Thorndale ISD	David Hall	567
2015-16	Trinity ISD	Judy Bishop	1,146
2015-16	Wills Point ISD	Chester Wilson	2,242
2014-15	Alvord ISD	Victor Czerniak	670
2014-15	Arp ISD	Dennis Ford	797
2014-15	Beaumont ISD	Jimmy Simmons	18,027
2014-15	Borden County ISD	John Anderson	247
2014-15	Breckenridge ISD	Jeff Dooley	1,343
2014-15	Brenham ISD	Melvin Ehlert	4,521
2014-15	Bullard ISD	Tiffany Kirgan	2,043
2014-15	El Campo ISD	Tommy Turner	3,336
2014-15	Florence ISD	Craig Clark	913
2014-15	Giddings ISD	Mark Johnson	1,792
2014-15	Harris County Department of Education	Angela Chesnut	816,882
2014-15	Huntsville ISD	JT Langley	5,801
2014-15	Jacksonville ISD	Todd Travis	4,504
2014-15	Kermit ISD	Terri Pando	1,249
2014-15	Lago Vista ISD	Jerrell Roque	1,268
2014-15	Littlefield ISD	Boyd McCamish	1,303
2014-15	Lockhart ISD	Carl Cisneros	4,761
2014-15	Louise ISD	Tim Benich	458
2014-15	Marlin ISD	Lowanda Sias	880
2014-15	Mathis ISD	Rick Cortez	1,556
2014-15	Maypearl ISD	Tricia Ikard	960
2014-15	Medina ISD	Andy Lautzenheiser	249
2014-15	Mineola ISD	Regan Brandon	1,491
2014-15	Moulton ISD	Stephanie Fojtik	289
2014-15	Queen City ISD	Jeff Wiley	956
2014-15	Runge ISD	Zachary Yanta	301
2014-15	Spring Hill ISD	Claudine Giffin	1,786
2014-15	Taft ISD	Herman Rodriguez	1,017
2014-15	Throckmorton ISD	Ben Hale	178
2014-15	Union Hill ISD	James Parker	292
2014-15	Waelde ISD	Christine Mindieta	275
2014-15	West ISD	Larry Hykel	1,354
2014-15	Yorktown ISD	Mark Weischwill	478

SEARCH HISTORY

Year	District	Board President	ADA
2013-14	Banquete ISD	Tracy Wright	798
2013-14	Brazos ISD	Charles Dostal	796
2013-14	Central Heights ISD	Terry Clifton	1,019
2013-14	Comfort ISD	Eric Lantz	1,060
2013-14	Coppell ISD	Anthony Hill	10,620
2013-14	Crane ISD	Van Dodd	960
2013-14	Edna ISD	Patrick Brzozowski	1,326
2013-14	Fairfield ISD	Blake Robinson	1,677
2013-14	Fredericksburg ISD	Lorrie Hess	2,770
2013-14	Italy ISD	Larry Eubank	500
2013-14	Jim Hogg County ISD	Alberto Benavides	1,014
2013-14	Kelton ISD	Kenneth Abernethy	123
2013-14	Kingsville ISD	Brian Coufal	3,219
2013-14	La Vernia ISD	Cody Miller	2,882
2013-14	Lockhart ISD	Rick Womble	4,558
2013-14	Moulton ISD	Stephanie Fojtik	286
2013-14	North Lamar ISD	Paul Drake	2,791
2013-14	Pettus ISD	Joe Constante	384
2013-14	Pewitt CISD	Tommy Knight	952
2013-14	Queen City ISD	Shawn Fitzgerald	1,036
2013-14	San Diego ISD	Librada Vela	1,160
2013-14	Sealy ISD	Robert Arnold	2,522
2013-14	South San Antonio ISD	Helen Madla	8,950
2013-14	Stephenville ISD	Ann Calahan	3,432
2013-14	Tornillo ISD	Marlene Bullard	1,252
2013-14	Waxahachie ISD	Mark Price	7,093
2012-13	Aledo ISD	Bobby Riques	4,460
2012-13	Brownfield ISD	Wayne Taylor	1,618
2012-13	Clint ISD	James Pendell	10,934
2012-13	Coldspring-Oakhurst CISD	Barbara Moore	1,542
2012-13	Dalhart ISD	Jeff Lloyd	1,620
2012-13	Dilley ISD	Aida Chapa	876
2012-13	Electra ISD	Richard Cranford	424
2012-13	Florence ISD	Craig Clark	929
2012-13	Fort Elliott CISD	Richard Meadows	153
2012-13	Ingram ISD	Jenny Wootton	971
2012-13	Jayton-Girard ISD	Howard Heath	144
2012-13	La Feria ISD	Juan Briones	3,349
2012-13	Lamesa ISD	Tracy Harris	1,724
2012-13	Liberty-Eylau ISD	James Keeton	2,660
2012-13	Marion ISD	Marie Paiz	1,437

SEARCH HISTORY

Year	District	Board President	ADA
2012-13	Meridian ISD	Todd Hyatt	506
2012-13	Paris ISD	George Fisher	3,322
2012-13	Pleasant Grove ISD	John Tidwell	1,815
2012-13	Robstown ISD	Adolfo Lopez	2,942
2012-13	Round Top-Carmine ISD	Kevin Ullrich	267
2012-13	Teague ISD	Jeff Gonzales	1,157
2012-13	Wink-Loving ISD	Eddie Brewer	356
2012-13	Yorktown ISD	Boyd Weise	512

Search Consultants

Executive Search Services



Robert Durón
Associate Executive Director,
TASB Governance Services

Robert Durón joined TASB in January of 2014. He previously served as deputy commissioner of finance and administration for the Texas Education Agency and has 32 years of education experience. He was superintendent of San Antonio and Socorro ISDs and assistant superintendent in Clear Creek ISD. He received his doctorate from Baylor University and two degrees from Texas A&M University-Commerce. He also has teaching experience at the higher education level, having worked as an adjunct professor at the University of Houston in Clear Lake and University of Texas at San Antonio.



Butch Felkner
Division Director

Butch Felkner joined Executive Search Services as director in January 2007 and is a member of the National Association of Superintendent Searchers. He has seven years of experience as a superintendent in Huntington ISD and served Texas public schools for 24 years in other capacities in Huntington, Mineral Wells, Pflugerville, and Waco area ISDs. He received his bachelor of arts degree from Southern Nazarene University in 1975 and his master of education degree from Texas Woman's University in 1984.



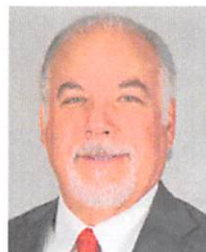
Marian Strauss
Senior Consultant

Marian Strauss joined TASB in 2011 as a field services representative and transferred to Executive Search Services in 2013. She served for 34 years in public education, including 21 years as superintendent in Somerville, River Road, Wimberley, and Pine Tree ISDs. Strauss is a former executive board member of the Texas Association of Midsize Schools and has served on the Texas Education Agency's Commissioner's Cabinet. Strauss has bachelor and master degrees from Texas State University and a doctorate from Texas A&M University.



Mike Rains
Division Director
Serves parts of ESC regions 3, 4, 6, and 13

Mike Rains is a former teacher, coach, and school trustee. He joined TASB in 1987 as a District Services consultant, calling on 139 districts. From 1989 through 1994, he was the director of the Texas Learning Technology Group (TLTG) Product Management Division. He also has served as director of the Technology Solutions and Facility Planning divisions and assistant division director for TASB Risk Management Sales and Marketing.



Jack Damron
Field Services Representative
Serves ESC region 12 and parts of 13 and 15

Before joining TASB in 2013, Jack Damron served for 37 years in public education as a teacher, coach, and high school principal and was a field service agent in Region One Education Service Center (ESC). He served as the superintendent of Lyford CISD and executive director of Region One ESC. Damron received his bachelor of science degree from Texas A&I University-Kingsville and his master's degree and mid-management and superintendent certifications from The University of Texas-Pan American.



Rick Howard
Field Services Representative
Serves ESC regions 9, 11, and 14

Rick Howard, named 2007 Superintendent of the Year for Region 14, served as the Comanche ISD superintendent for more than 12 years. He also served as a principal for Ira ISD in 1990, then superintendent in 1991. Prior to that, he was an athletic trainer and teacher for 12 years with Snyder ISD. He has served on the TASB Legal Assistance Fund and the TASA Commissioner's Cabinet of Superintendents. Howard earned his bachelor's and master's degrees from East Texas State University and his superintendent certification from Sul Ross State University.

continued...



Joe Dan Lee

Field Services Representative

Serves ESC region 7 and parts of 8 and 10

Joe Dan Lee served public schools for 37 years, 28 of those as superintendent of schools at Redwater ISD, Longview ISD, Pine Tree ISD, and Georgetown ISD. He also served as a teacher, principal, and

on many committees including the Commissioner's Cabinet of Superintendents. Lee earned his bachelor's, master's, and superintendent's certification from East Texas State University. He previously worked as a TASB field service representative serving regions 12 and 13 from 2007 to 2010.



Bob Smith

Field Services Representative

Serves ESC regions 5 and 6 and parts of 4 and 7

Bob Smith was a superintendent for 22 years, equally divided between Montgomery and Gilmer ISDs.

Both boards nominated Smith for

Superintendent of the Year recognition, and he was a state finalist in 1998. He also served as teacher, principal, and district director of planning for four Texas school districts. He received a doctor of education in educational administration degree at Texas A&M University and a master of education from Stephen F. Austin University.



Kathee Lupton

Field Services Representative

Serves ESC regions 16 and 17

Kathee Lupton served on the Shallowater ISD Board of Trustees for 10 years and as a member of the South Plains School Boards Association for six years. She was a member of the TASB Property/Casualty

Board of Directors for two years and has worked as field services representative in Region 17 for 22 years. Lupton earned her bachelor's degree from the University of San Francisco.



William Smith

Field Services Representative

Serves ESC region 10 and parts of 7 and 8

William Smith served in Greenville ISD (GISD) for 35 years, including five as its superintendent. He held many positions in the district, including assistant

superintendent for administration, assistant superintendent for operations, principal, assistant principal, and counselor/teacher. He has won many local education and civic awards: Most Worthy Citizen, PTA Lion Heart Award, Texas Life PTA Member Award, and GISD Key Communicator Award.



Ernesto Martinez Jr.

Field Services Representative

Serves ESC regions 18 and 19 and parts of 15 and 20

Ernesto Martinez Jr. served for 29 years in public education as a teacher, principal, and superintendent. He was a school superintendent at Fort Davis, Sonora,

Alpine, and Presidio ISDs. A former member of the TASB Risk Management Fund Board, he joined TASB Field Services in 2003. Martinez earned his bachelor's degree from Angelo State University and his master's degree and superintendent certification from East Texas State University.



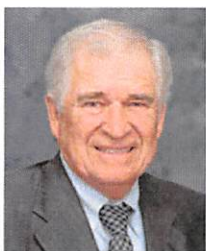
Craig Stockstill

Field Services Representative

Serves parts of ESC regions 2, 3, 13, and 20

Craig Stockstill served as a school superintendent for 23 years—15 years spent in two south Texas school districts, Marion and Floresville. His career as an

educator spans three decades across Texas. Stockstill is a former executive board member of the Texas Association of School Administrators and the Texas Association of Community Schools. Prior to joining TASB, he worked as a field services agent in ESC 20.



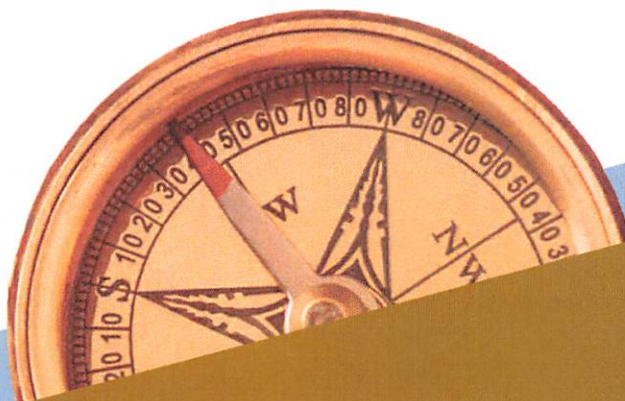
Rolando Peña

Field Services Representative

Serves ESC region 1 and parts of 2 and 20

Rolando Peña served for 44 years in public schools, including 10 years as superintendent for Rio Hondo and seven years at Lasara ISD. He has also served as a teacher, principal, and assistant

superintendent during his career. Peña was named 2001 Superintendent of the Year for Region One by the Rio Hondo ISD school board, and he served as an elected board member for Sharyland ISD for nine years. Peña received bachelor's and master's degrees, and a mid-management and superintendent certification from Pan American University-Edinburg.





March 2017

Dear School Board Members:

You are facing one of the most significant decisions that you will make as a school board member – selecting a superintendent. No other staff member will likely have more long-term impact in your school district. Choosing the most highly qualified individual who also represents the ideal fit in your community will be critical. Please consider using your state school board association's superintendent search service to facilitate your next search for a superintendent.

The members of the National Affiliation of Superintendent Searchers (NASS) stand ready – as the most experienced network of search professionals in the United States – to execute a national campaign to find your district's next superintendent. NASS consultants are located in 40 states and include more than 100 consultants serving as superintendent searchers for school board associations throughout the country. Supported by the National School Boards Association (NSBA), NASS harnesses the skills and experiences of many search professionals with proven track records of accomplishment, characterized by integrity, passion, and focus. Your state school board association's search professional and NASS member knows state and local laws, knows your district, and understands each search is unique. He or she knows your school board wants a customized search to meet your community's specific needs and understands the need to maintain a successful, long-term relationship between your board and your state school board association.

NASS members serve school boards every day. As chairman of NASS, I can promise you will receive individual, customized attention and a commitment from your NASS professionals to assist in a dedicated and confidential manner, as state laws permit. The successful executive search begins with a strong team of professional search consultants and ends with a solid, long-term relationship between the school district and its top administrative leaders. The NASS mission is *finding top executive leadership for school districts throughout the United States through our core values – ethics, integrity, leadership, and teamwork*. If retaining a successful, long-term leader is a priority for your district, rely on a NASS consultant!

Stephanie Hyder
NASS Chairman

Alabama
Alaska
Arizona
Colorado
Connecticut
Florida
Georgia
Idaho
Illinois
Indiana
Kansas
Kentucky
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
New Hampshire
New Jersey
New Mexico
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virginia
West Virginia
Wisconsin
Wyoming

THE CHALLENGE...AND THE SOLUTION

School districts throughout America need highly skilled chief executives with a passion to lead! Through effective organizational leadership, superintendents can be catalysts for shaping mission-driven school systems that inspire a culture of excellence, where quality teaching and community engagement support our youth for success. That's why hiring a superintendent is such a critical function for school boards.

Finding a superintendent often requires an executive search, which can be a time-consuming, challenging and

complex endeavor. Your state school boards association has highly specialized, professional assistance ready to design a well-organized search that will attract quality candidates and adhere to the highest standards of ethics and effective school governance.

NASS members have substantial knowledge of state laws affecting all aspects of the hiring process, including the superintendent certification guidelines in each state (which can serve to protect the district and the candidate.)

NASS members have extensive knowledge of effective governance, understand best

practices in school district leadership (including goal setting, strategic planning and superintendent evaluations), and use proven strategies to develop productive board/superintendent relations.

Given our work with school boards throughout the nation, we are uniquely positioned to understand the serious challenges facing school districts and the leadership qualities necessary during these changing times. School districts throughout America need highly skilled chief executives with a passion to lead... and NASS is prepared to be your partner in making that connection.

NASS AT A GLANCE

- More than 60 consultants in 36 states who serve school boards associations as superintendent searchers.
- An experienced network with diverse public and private sector background in business, government, human resources, and educational leadership.
- Proven track records of placements that last, bringing sustained and quality leadership to your district.
- A work-alike group of the National School Boards Association.

WHY DOES NASS EXIST?

- To find top executive leadership for school districts throughout the United States, through our core values: ethics, integrity, leadership, and teamwork.
- To collaborate nationally on the search process, including nationwide job postings and recruiting highly qualified candidates.
- To share vital background and reference information on candidates in other states.
- To research and identify best practices in the executive search process.

Current vacancies and information for individual state school boards associations can be found at:

www.nassonline.org

A work-alike group of
the National School Boards Association
www.nsba.org



The National Affiliation of Superintendent Searchers (NASS) is an experienced network of search professionals that you can rely on to execute a national campaign to find your district's next superintendent.



"TASB Executive Search Services helped us increase both the number and the quality of applicants compared to our previous searches. Their process allows the cream to rise to the top to help assure the best fit for your district. We are extremely pleased with their services and our new superintendent."

B.J. Drehr, *Cuero ISD*



"We were extremely pleased with the Executive Search Services (ESS) effort. Despite our ambitious timeline, the team was able to come in and conduct community meetings, coordinate board meetings, and provide a list of candidates in a very timely manner. The ease of the interview process was also noteworthy, as ESS was the sole communicator between candidates and the district. Seguin ISD highly recommends ESS, and we would certainly consider using them in the future."

Cinde Thomas-Jimenez, *Seguin ISD*



"ESS was exactly what the Sweetwater ISD Board needed in our search for a new superintendent. None of us had been through a search before, and the ESS staff graciously helped us along every step of the way. The processes used were excellent, yet at no time did we feel like we were out of the driver's seat – ESS simply and efficiently facilitated our search."

Leah Andrews, *Sweetwater ISD*



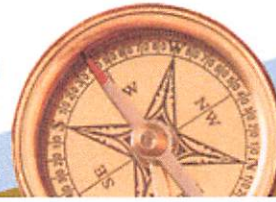
"One of the reasons we chose TASB is they proposed to reach out to the community to make our board actions transparent to our local district. ESS kept the search concise and fresh in our minds. We are very grateful to the TASB team for their guidance and for facilitating the search. TASB helped give credibility to our choice of lone finalist and future superintendent."

Clover Cochran, *Caldwell ISD*



"The Sherman ISD Board of Trustees is extremely grateful for the service ESS provided in our superintendent search. They were outstanding professionals who provided tremendous insight and guidance. ESS did an excellent job of keeping the board on task within the timeline established. The quality, as well as the quantity, of the candidate pool that ESS provided exceeded the Board's expectations."

Tim Millerick, *Sherman ISD*



"ESS did a great job. They worked hard to find us great candidates, kept us on a timeline, and were only a phone call away if we had an issue."

Stephen Stuhrenberg, *Palacios ISD*



"As a husband and father of four, it is important that any career move is the right move for my family. ESS conducted a thorough interview process that provided me with a clear picture of the district, the community, and the school board's expectations. I knew exactly what to expect coming into the district."

Jeremy Glenn, EdD, *Waxahachie ISD*



"Confidentiality and transparency are big concerns in a superintendent search. ESS helped us maintain confidentiality requirements and involve the community in the process. The end result; a renewed, strong community partnership and a new superintendent reflective of our local values."

Bobby J. Rigues, *Alledo ISD*



"ESS was the perfect partner for our team as we set out to accomplish the most important task of my tenure on the board – finding the best leader for Lago Vista ISD. The number of qualified candidates you brought to the table exceeded my expectations, and the depth of information you provided was exactly what we needed. With your excellent assistance, I believe we found a superb leader."

David C. Scott, *Lago Vista ISD*



"The board knew that hiring our next superintendent was a critical decision. ESS helped us develop a comprehensive application, facilitate public meetings to engage the community in the search process, and recruit a broad selection of qualified candidates from all over the country. Through this process, our board has unified, and we have begun rebuilding trust with our community, parents, and staff. More importantly, ESS helped us find a dynamic educational leader who has created excitement in our community about the future of Waco public schools."

Pat Atkins, *Waco ISD*