

Edina Public Schools Superintendent Search
Initial Planning Meeting Agenda
October 14, 2025 – 6:30 pm

___ Introductions

___ MSBA's Hiring the Right Superintendent workshop

___ Review of Process

- MN statutes
- Board ownership

___ Timeline

___ Board Hiring Criteria

___ Public Input

- Q&A with MSBA session
- Search preview meetings
- Stakeholder survey
- Focus groups and listening sessions
- Finalist interviews

___ Comparable Districts

___ Role of Current Superintendent

___ School Board Spokesperson

___ Ground Rules / Do's & Don'ts

___ In-District Contact Person(s)

___ Confidentiality Employee

___ Questions



MINNESOTA SCHOOL BOARDS ASSOCIATION

EXECUTIVE SEARCH SERVICES



Edina Public Schools – Superintendent Search Timeline

October 14, 2025 (6:30 pm, Special Meeting)	Initial planning meeting – Board participates in MSBA’s ‘Hiring the Right Superintendent’ workshop; adopts search timeline, reviews search procedures and discusses stakeholder involvement
October 16, 2025 – November 9, 2025	Public Input survey open online and in hard copy; MSBA conducts focus groups and listening sessions throughout the district
Week of October 20 or 27, 2025 - TBD	MSBA holds Search Preview meetings with district leadership
October 23 or 30, 2025 (4:00 pm – will be recorded)	MSBA hosts informational Q&A session on Zoom – this recording will also be made available on district website throughout search
November 24, 2025 (5:00 pm, Special Meeting)	Board reviews stakeholder report and discusses next steps for remainder of the search
December 8, 2025 (Time TBD, Special Meeting)	Board reviews proposed leadership profile, position posting information, and vacancy brochure
January 5 or 12, 2026 (Time TBD, Special Meeting)	Board finalizes leadership profile and next steps for the superintendent search process
January 7 or 14 – February 17, 2026	MSBA posts position on local, regional, and national websites, advertises position vacancy and responds to applicant inquiries
February 17, 2026 (Time TBD, Special Meeting)	Board meets for interview training, to develop interview questions, and finalize interview procedures
February 17, 2026	Application deadline
February 18 – TBD, 2026	MSBA conducts screening, preliminary verification of references, pre-interviews of recommended applicants
February 19, 2026 – TBD, 2026	Board members review applications
March 2 or 9, 2026 (Time TBD, Special Meeting)	Board meets to determine (semi-) finalists; MSBA reviews interview training and procedures
March 4, 5, 6, 9, 10, 11 or 12, 2026 (Time TBD, Special Meeting)	Board conducts first round of interviews
March 9, 10, 11, 12, 13, 16, 17 or 18, 2026 (Time TBD, Special Mtg)	Board conducts reference checks and holds second round of interviews; Board selects lone finalist and sets negotiations process
March TBD, 2026	Board committee begins employment contract negotiations
July 1, 2026	New superintendent reports to work
August 1 – December 31, 2026	New Board Team attends MSBA Transition Workshop





Superintendent Search Survey

The School Board of Edina Public Schools is conducting a search for its next superintendent, and stakeholder input is now being requested through multiple channels, including this survey. The Minnesota School Boards Association (MSBA) has been contracted to assist with the search and will summarize survey comments for presentation to the school board.

IMPORTANT: All responses to this survey will remain anonymous. Also, you are not required to answer every question in order to have your responses included.

Information from this survey will provide valuable input for the board to consider as they move forward in selecting the next superintendent. Please submit this survey by **November 9, 2025**, to the district office at 5701 Normandale Road, Edina, MN 55424.

Thank you for your participation!

Please select the role that best reflects your perspective for this survey. Use only one response.

	Business Owner/District Partner
	Community Member
	Parent/Guardian
	Staff Member
	Student
	Other (please specify)

Read the list provided below. From this list, **choose the top six areas of expertise** you believe the next superintendent must possess. Leave the remaining choices blank.

	Budget and Finance
	Business Partnerships
	Collaborative Leadership
	Contract Administration and Negotiations
	Cultural Competency
	Curriculum Development/Evaluation
	Educational Equity
	Fluctuating Enrollment
	Fundraising/Grant Writing
	Personnel Management
	Public Relations
	School Facilities
	Social/Emotional Support Services
	Special Education
	Strategic Planning
	Student Testing Results and Achievement
	Technology



Read the list provided below. From this list, **choose the top six most important traits or skills** the next superintendent must possess. Leave the remaining choices blank.

	Delegates authority while maintaining accountability
	Demonstrates clear, confident, and adaptable communication skills
	Develops and directs an effective leadership team
	Develops trust and works collaboratively with diverse groups and communities
	Effectively mediates and accommodates different perspectives
	Experience in developing and/or implementing a strategic plan
	Experience in implementing practices that support student safety and mental health
	Experience in leveraging technology, AI tools, and/or web-based education curricula
	Experience in school finance, including resource allocation and fiscal oversight
	Follows the school board's chosen educational philosophy which reflects the community's values
	Keeps up on changes in legislation and helps the school district engage in the legislative process
	Knowledge of and experience with equity leadership challenges and opportunities
	Knowledge of and experience with negotiations and the collective bargaining process
	Knowledge of and experience with special education needs
	Leads with honesty and in an ethical manner with the school board, staff, students, parents, and community
	Maintains a good working relationship with the media
	Possesses a strong academic background with experience in curriculum
	Possesses a visionary and creative approach to problem-solving
	Promotes business and community involvement in schools
	Provides written, understandable administrative procedures that implement school board policy
	Understands the effects of poverty on student learning and achievement
	Uses curriculum, data, and other resources to improve test scores
	Visible and accessible to the school board, staff, students, parents, and community
	Works cooperatively with the school board; provides options and recommendations

Is it important that the next superintendent has previous experience as a superintendent?

Yes _____ **No** _____

Read the list provided below. From this list, **choose the top six personal characteristics** you believe the next superintendent must have. Leave the remaining choices blank.

	Confident
	Consistent
	Creative
	Effective Communicator
	Empathetic
	Enthusiastic
	Ethical
	Flexible
	Inclusive
	Influential
	Intellectual
	Personable
	Problem Solver
	Resourceful
	Sense of Humor
	Tenacious
	Transparent

Please read and respond to the following questions:

1. What are some of the good things taking place in Edina Public Schools today?

2. What challenges do you see ahead for the district over the next five years?

3. What does the new superintendent need to know about the history of the school district and community to be successful?

Please limit any additional comments to the space provided below:

Please call Barb at 507-508-5501 if you have any questions regarding this survey. Thank you!



Focus Groups and/or Listening Sessions

District groups to consider

When discussing additional stakeholder input beyond the public survey, consider involving groups the school board would typically reach out to in support of a bond or levy referendum. Also any sub-groups of your district's community, parents, staff and students. Some people will tick more than one box. You may consider inviting the leadership of these groups, or an even better choice is to request they select someone from their membership themselves. Each bargaining unit should also be represented.

Possibilities include:

- School Board
- District administrators (cabinet and/or selected by the membership)
- Principals' association (selected by the membership)
- Teachers representing early childhood, elementary, middle, and high school (selected by the membership)
- Para-professionals
- Buildings and grounds
- Nutrition services
- Transportation
- ELL director or cultural liaisons
- Parents
- Students
- Senior citizens
- Business community partners or higher education institutions
- Any major district funders, donors or foundations
- Any substantive grassroots community organizations

The number of participants participating in a focus group should not exceed ten. Listening sessions may be open to as many people as would like to attend.

Survey groups for non-English-speaking populations may also be productive.



Edina Public Schools

2021 Superintendent search



The District School Board and the current Superintendent, Assistant Superintendent and Teacher's Union President were interviewed individually, via telephone. 16 Focus Groups were conducted, and the responses of seventy-six (76) participants, which include the individual interviews, were clustered into the following areas:

- School Board
- Lead Team
- Site Level Administration
- Employee Leadership
- Employees
- Special Education Advisory Council
- Gifted and Talented Parents
- Parent Leadership Council
- Elementary Parents
- High School Parents
- Business and Community Leaders
- Parents of Graduates and Broader Community
- Somali Parents
- Southeast Asian Parents
- Latino Parents
- Open Community Forum