

Meeting Minutes
Subcommittee – Superintendent Search Firm
Eugene School District 4J Board of Directors
Education Center, Eugene OR

August 27, 2021
3:00 p.m.

PRESENT: Committee members Alicia Hays, Gordon Lafer and Maya Rabasa, members of the board; Kerry Delf, Holly Langan and Christine Nesbit, staff.

The Superintendent Search Firm Subcommittee of the Board of Directors of Eugene School District 4J held a regular meeting on August 27, 2021 at 3:00 p.m. at the Education Center, 200 North Monroe Street in Eugene, Oregon. Notice of the meeting was mailed to the media and posted in the Education Center on August 20, 2021.

Gordon Lafer, Chair of the subcommittee, called the meeting to order at 3:00pm and identified the purpose of the meeting was to draft an informal request for proposals (IRFP) for superintendent search firms to assist the board in its search for a permanent superintendent.

Subcommittee members reviewed the IRFP for superintendent search firms approved by the board in August 2020, and discussed possible revisions. Items discussed and revised included the timeline in the IRFP, the content of proposals, evaluation criteria and point allocation.

After discussion, the subcommittee agreed on a draft IRFP to be presented to the board as a whole for consideration and action at the regular board meeting on September 1, 2021.

Mr. Lafer reminded subcommittee members that the board as a whole delegated to the subcommittee the task of conducting the initial screening of proposals and recommending finalist firms to the board as a whole for an interview. The subcommittee agreed that it would meet on September 29, 2021 at 2:00pm for that purpose.

Mr. Lafer adjourned the meeting at 4:30pm.