

EXECUTIVE SUMMARY

FOR THE SHOREWOOD SCHOOL BOARD

Topic: Lake Bluff Principal Hiring Process

Date: November 25, 2014

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Recommended action:

<input type="checkbox"/>	Information only
<input type="checkbox"/>	Presentation/discussion
<input type="checkbox"/>	Discussion/action by committee
<input checked="" type="checkbox"/>	Discussion/action by board of education
<input type="checkbox"/>	Presentation/action next meeting

Recommendation(s): Approve the Lake Bluff principal hiring process

Purpose: To provide a timeline and process steps for the hiring of a principal for Lake Bluff Elementary School.

Background:

Kirk Juffer is completing his 24th year as the principal of Lake Bluff Elementary School. He announced his retirement earlier this fall and the Board later accepted his retirement. As with other principal position openings, the administration prepares a hiring process and timeline and brings it forward for Board consideration.

With each principal position hiring, the process has improved through additional input and engagement. Starting with the SIS principal hiring, the superintendent met with staff and then students to identify the characteristics they were seeking in the new principal.

The hiring process for Lake Bluff includes steps through which the staff and parents have provided feedback on the process and timeline itself. Adjustments have been made based on this feedback making a stronger and more collaborative process. One example of this is that finalists will spend a full day in Shorewood during which he or she will visit classrooms, meet with the PTO, complete a student data analysis, meet with district level administrators, and engage with the community.

With Board approval, the process will continue with a positing in mid December and a target hiring date on March 24, 2015 at the Board's regular meeting.

Attachment: Lake Bluff Hiring Process (Draft 7)