



AGENDA

- I. Call Meeting to Order 6:00 p.m.
Tom Colett
- II. **Superintendent Search Presentation** 6:05 p.m.
Hank Harris
 - A. Presentation
- III. **ADJOURN** 8:00 p.m.

**Beaverton School District
Superintendent Search, 2021-22
Planning Meeting, October 13, 2021**

1. Introductions
2. Review and Confirm Search Timeline
(Addendum A1 and A2)
3. Communication Norms
4. Staff Support
 - a. Logistics, Communication flow
 - b. Focus Groups
 - c. Communications and Website
5. Planning for Interviews and Focus Groups
(Addendum B)
6. Internal Candidates
7. Survey Translations
8. Candidate Reimbursements for Travel
9. Publicity Issues
10. Salary Range for the new Superintendent*
11. Advertising
12. Residency Expectation
13. Background Checks/Due Diligence*
14. Other things you should know; other things I should know!

*These items will be discussed but do not need be resolved at this time.

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2021-2022 Timeline -- Beaverton Superintendent Search

Addendum A1: Regular

Activity	Date(s)
Board Planning Meeting <i>in Open Session</i>	October 13
1:1 Board conversations and key stakeholder conversations	November 1
Focus Group Meetings	November 2-8
Online survey window	November 8-15
Next Superintendent Criteria/ Community Stakeholders <i>in Special Session</i> . (Compensation discussion should take place no later than this date.)	November 29
Recruitment Window	December 15 to January 29
Preliminary Interviews <i>virtual with consultants</i>	January 31 to February 2
Board Members read applications <i>individually</i>	February 2-7
Presentation of Slate; Selection of Semi-Finalists <i>in Exec Session</i>	February 7
Board Semi-Finalist interviews (first-round) <i>in Closed Session</i>	Saturday February 12 OR Monday February 14 OR Tuesday February 15
Finalist (second-round) interviews <i>in Closed Session, successive afternoons/evenings</i>	February 28 to March 3
Boards meets to identify preferred candidates <i>in Closed Session</i>	March 4, am
Board members conduct site visit (optional) / Candidate visit to Beaverton	Mid-March
Target for Board deliberation/ vote /announcement <i>in Open Session</i>	Mid-March
Superintendent assumes responsibilities	July 1

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2021-2022 Timeline -- Beaverton Superintendent Search

Addendum A2: Expedited

Activity	Date(s)
Board Planning Meeting <i>in Open Session</i>	October 13
1:1 Board conversations and key stakeholder conversations	November 1
Focus Group Meetings	November 2-8
Online survey window	November 8-15
Next Superintendent Criteria/ Community Stakeholders <i>in Special Session</i> . (Compensation discussion should take place no later than this date.)	November 29
Recruitment Window	December 8 to January 10
Preliminary Interviews <i>virtual with consultants</i>	January 11-15
Board Members read applications <i>individually</i>	January 15-18
Presentation of Slate; Selection of Semi-Finalists <i>in Closed Session</i>	January 18
Board Semi-Finalist interviews (first-round) <i>in Closed Session</i>	Saturday January 29
Finalist (second-round) interviews <i>in Closed Session, successive afternoons/evenings</i>	February 7-9
Boards meets to identify preferred candidates <i>in Closed Session</i>	February 10, am
Board members conduct site visit (optional) / Candidate visit to Beaverton	Mid-February
Target for Board deliberation/ vote / announcement <i>in Open Session</i>	Mid- to Late-February
Superintendent assumes responsibilities	July 1



BEAVERTON SUPERINTENDENT SEARCH FOCUS GROUP PLANNING

1. 45-minute meetings with each Board Member.
2. Up to twenty five 30-minute meetings as follows:

Additional meetings can be arranged

Highly Recommended

- a. Current Superintendent
- b. Deputy Superintendents, solo or in group
- c. Cabinet: Individually or in small groups
- d. Central Office Leaders *in groups of one to five*
- e. Principals – Secondary: *if more than 5, separate group recommended*
- f. Principals – Elementary: *if more than 5, separate group recommended*
- g. Union leadership: one or two groups
- h. Employees (capped at 12, either by invitation or by lottery)
- i. Parent Leadership/PTA's/Identified Parent Leaders
- j. Community Partners or Community Leaders
- k. Student group
- l. Community Groups and/or Parent Advocacy Groups
- m. Parent Group (capped at 12, either by invitation or lottery) *can do multiple*

Optional

- n. City/Town leadership
- o. Education Foundation
- p. Former Board Members
- q. Additional Employee group
- r. County or ESD leadership
- s. Other key district or community leaders 1:1 or 1:2
- t. Ed Foundation
- u. Assistant Principals
- v. Central Office staff
- w. Home School Representatives
- x. Private School Representatives
- y. Exec. Assistant to the Superintendent/Board
- z. Other