

APRIL 10, 2018
WILMETTE, IL
SPECIAL MEETING

A Special Meeting of the Board of Education was held on Tuesday, April 10, 2018, at the Mikaelian Education Center, 615 Locust Road, Wilmette, Illinois. The meeting was called to order at 6:03 p.m. with President Mark Steen presiding.

Members Present: Mark Steen, Jon Cesaretti, Tracy Kearney, Frank Panzica,
 Alice Schaff, Lisa Schneider-Fabes, Ellen Sternweiler

Members Absent: None

Administrators Present: Ray Lechner

Others: Max McGee, Sarah Jerome and Howard Bultinck of *Hazard Young Attea (HYA) Associates*
 Mark Friedman and Anne Noland of *BWP & Associates*
 Harry Rossi and Gary Zabilka of *SCHOOL EXEC CONNECT*

PUBLIC COMMENTS

None

SUPERINTENDENTS SEARCH FIRM INTERVIEWS

Hazard Young Attea (HYA) Associates presented their approach to conducting a superintendent search. Their process consists of four phases; community engagement process where stakeholders are surveyed, followed by interviewing focus groups where select community forums and townhalls are held to create a leadership profile, followed by the recruit and selection phases. They then presented their fee proposal.

BWP & Associates presented their approach to conducting a superintendent search. They meet with the members of the Board of Education to customize the search and set up a timeline. The firm launches a national search on their website to cast a wide net of applicants. They then conduct a community audit through focus groups and screen candidates based on the district's profile. They presented their fee proposal.

SCHOOL EXEC CONNECT representatives stated their search process is similar to other organizations. They stated their primary responsibility is to students. They recognize that quality leadership promotes quality schools delivering quality education for children. They initiate a planning meeting with the Board of Education to establish a leadership profile and focus groups. They vet and screen candidates with the intent to have a signed contract before the winter holiday. They noted Board members should keep an open mind when interviewing finalists in order to have a consensus on the final candidate.

The Board's questions for each firm included: a description of the superintendent application and survey questions, profile development process, characteristics of the next superintendent, ways to engage the community, how the outgoing superintendent would be utilized, how site visits are conducted, how to maintain applicant confidentiality, avoiding danger spots, and total fees including non-regular expenses.

President Steen opened the discussion amongst the Board following the search firms' departure. Each member stated their pros/cons for each firm and narrowed the decision to two firms. Following a complete background check on the firm, the entire Board agreed to request a letter of agreement with *SCHOOL EXEC CONNECT*.

ACTION ITEM

Mr. Cesaretti moved, seconded by Mrs. Sternweiler, to accept *SCHOOL EXEC CONNECT* pending background check, as the superintendent search firm.

On a roll call vote on the motion, voting "yea" – Mark Steen, Jon Cesaretti, Tracy Kearney, Frank Panzica, Alice Schaff, Lisa Schneider-Fabes, Ellen Sternweiler; voting "nay" – none; absent – none:
Motion Carried.

Being no further business, Mrs. Schneider-Fabes moved, seconded by Mrs. Schaff, to adjourn the special meeting of the Board of Education at 9:47 p.m. by **General Consent**.

President

Secretary