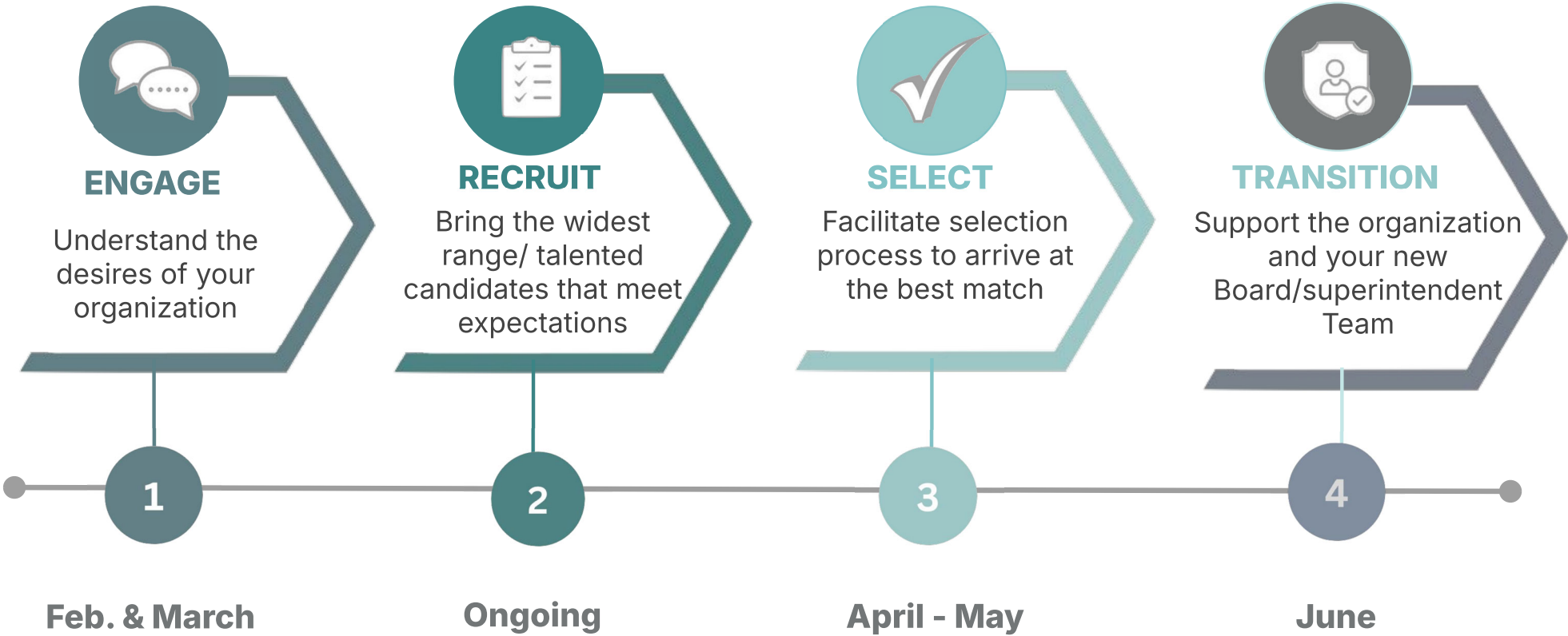


**SUPERINTENDENT SEARCH
PLANNING MEETING
January 28, 2025**

HYA | HAZARD
YOUNG
ATTEA
ASSOCIATES

HYA'S SIGNATURE SEARCH PROCESS



REVIEW THE SEARCH PROCESS TIMELINE *at a glance*

January	February	March	April	May	June
<p>Survey goes live <i>Need Closing Date</i></p>	<p>Posting of application on the JCPS, KDE, and HYA websites – <i>Need Application Deadline</i></p> <p>Community Engagement (Feb and March)</p> <p>Advertising and recruitment of candidates by search firm (Feb and March)</p>	<p>The Leadership Profile (utilizing feedback from community sessions and survey) <i>Need Meeting Date</i></p>	<p><i>Need dates for all events</i></p> <p>Presentation of the Slate by HYA</p> <p>Review of applicants by Board and Superintendent Screening Committee</p> <p>Interviews Round 1</p> <p>Interviews Round 2 <i>(detailed information below)</i></p> <p>Board determines finalists</p>	<p>Interview of finalists by Board and Advisory Committee <i>(detailed information below)</i></p> <p>Community forum for finalists</p> <p>Review of background information of finalist(s)</p> <p>Issue offer to finalist Negotiate contract</p>	<p>Negotiation of contract</p> <p>Approval of contract by Board</p> <p>New Superintendent start date of July 1.</p>

SUCCESSFUL and DEEP COMMUNITY ENGAGEMENT

BOARD'S STRATEGIC PLAN

BOARD INTERVIEWS

INDIVIDUAL INTERVIEWS

FOCUS GROUPS

COMMUNITY FORUMS

STAKEHOLDER SURVEY

HYA

- Leadership Profile Report
- Summary Survey
- Selection criteria and characteristics which determines candidate qualities that match the Jefferson County Public Schools needs

Community Engagement

February 13, 2025

8:30 am- Business leaders breakfast
Noon- Civic leaders luncheon
5:00 pm- Teachers focus group via Zoom
webinar

February 14, 2025

Morning- Principals focus group via Zoom
webinar
Noon- Classified focus group via Zoom
webinar
1:30 pm- student government presidents (30
high schools) focus group via Zoom webinar

February 15, 2025

10:00 am- location 1 parents focus group
at the Urban League Sports Center

Noon- location 2 parents focus group at
the TBD

Presentation of Slate

We recommend keeping the process as confidential as possible to get the best slate of candidates.

- HYA presents a slate of candidates to the Board and Screening Committee that are a best match to the Leadership Profile.
- Applicants not slated will also be provided.
- The Board decides individuals it wants to include in the process from the slate after receiving input and recommendations from the Screening Committee.

First Round of Interviews

Performance Based

All day meeting - Reserve 8 AM to 5 PM

- In the Boardroom
- 60 minutes including Q&A for each candidate
- Each candidate prepares a presentation for the Board and Screening Committee that is a SWOT analysis of the District, highlighting how they are a match with the Leadership Profile.
- Gives the Board and Screening Committee the opportunity to have a deep dive into the candidate's ability to show they understand the strengths, weaknesses, opportunities and threats the District faces, and how they can provide leadership to move the District forward.
- Allows the Board and Screening Committee to see the candidate's communication, presentation, analysis, and persuasive skills.
- Allows Board and Committee members to ask questions of the candidate throughout their presentation.
- The Screening Committee provides feedback to the Board and the Board selects which candidates move on to the second interview.

Second Round of Interviews

Traditional Interview

- In the Boardroom
- Traditional question and answer format
- An in-depth examination of each candidate's views, practices, style, competencies, accomplishments and philosophy.
- Discuss with the candidate any questions, issues or concerns raised during discussions about the candidate following their first interview.
- Opportunity to raise topics and issues of relevance to JCPS to discover how each candidate would address the issue.
- The Board should provide applicants the opportunity to ask questions or make statements before concluding an interview.
- The Board selects the two finalist(s) with input from the Screening Committee.

Interview Three of Two Finalists and Community Forum

Day: Finalist Interviews with Board and Committees

- Interview with the Board
- Interview with the Screening Committee
- Interview with the Advisory Committee

(Interview 3 can be separate or together with Board and Committees.)

Evening: Final Interview - Community Forum for Community at Large

- Opportunity for community to meet the top two candidates
- Theater in the District
- Both candidates on stage (like a debate type format)
- Questions from audience, on-line, and from the moderator
- moderator - please contact us with suggestions

Board selects Superintendent

Verification of Items for the Search

4. Transparency - Jefferson County website and upcoming Board meetings

It is best practice to have one location, on the JCPS website with a dedicated Superintendent Search Page, to communicate all information about the search.

5. Schedule Interviews with Board - We will be in touch with each of you.

6. Online Survey - Closing Date recommended February 14.

7. Focus Group - Schedule in development

8. Slated candidates and expenses – HYA recommends the JCPS reimburse candidates for their travel.

9. Advertising Options – Advertising on HYA's webpage, newsletters, networks, and social media pages will commence in February. The JCPS Superintendent Position will also be Advertised in Ed Week, AASA, ALAS, and NABSE for a total cost of \$3,920. Job Posting draft given to Board.

10. Background Checks – HYA will facilitate independent, third party due diligence background checks on all slated candidates at a cost of \$1950 per candidate and a TTI behavior Assessment at a cost of \$250 per candidate.

QUESTIONS?

Please reach out with additional questions.

