



## **Westlake Board of Education**

### ***Board Notes from Monday, April 21, 2014, Special Meeting***

#### **Vision Statement**

The Westlake City School District will provide a dynamic, student-centered, 21<sup>st</sup> Century learning environment. Our district will be characterized by high achievement, actively engaged learners, mutual respect, shared knowledge, pursuit of new skills and capabilities, collaborative learning, willingness to take action, a team commitment to data-driven continuous improvement, and tangible results.

#### **Mission Statement**

We Educate for Excellence ... Empowering all students to achieve their educational goals, to direct their lives, and to contribute to society.

#### **BOARD DISCUSSION ITEMS**

1. Executive Search Firm Presentation
  - a. Dr. Dick Caster/OSBA: We've been doing this since the mid-1980s. The process has been tweaked almost every year as we approach 1,500 searches over the years. The whole idea is to maintain integrity critical to the school district and the applicants. Phase I is to put together necessary information to get out to the general population. We need to put together a timeline, decisions regarding the process. We will structure information regarding qualifications, desires for experience and personal criteria. We'll send out 3,500 pieces of literature.
  - b. Phase I will have little involvement with the Board. Answering questions from candidates. You will receive periodic information from us. We will build files, answer questions, talk to different people.
  - c. Marketing phase: Sending out nationally, universities, saturating Ohio.

- d. We maintain and build candidate files until the deadline. Then we have a screening committee and read information in folders to determine which candidates seem to be the best fit for Westlake. 6-8 semifinalists is plenty.
  - e. The board becomes involved in the interview process. You all need to hear the same thing and ask questions. Recommend 3-4 finalists. Second round interviews become more specific. We'll do background checks and references between the first and second round interviews. Recommend the finalists be presented to the community.
  - f. Timeline: marketing search down to 4 weeks to have you on track to have someone selected and appointed by mid-July. Send out brochure May 5 to ESCs, higher ed. June 6 is application deadline. June 6-7 we will do focus groups with staff, community. Screening takes place June 10. Board will begin interviews June 23-25. After first round we'll begin reference checking. June 30-July 1 is second round of interviews. Possible community meetings.
  - g. First round: be interested in the candidate.
  - h. Final approval of brochure by April 28.
  - i. June 16: special meeting, 6pm, OSBA to present candidates to Board. Executive session due to personal information on candidates.
  - j. First round interviews: June 23-25 special meetings, 5pm.
  - k. Second round interviews: June 30-July 1, 2pm
2. Consultant Discussion – Superintendent Vacancy Process
- a. Barb Leszynski: what did we do community-wise when we found Dr. Keenan?
  - b. Carol Winter: I thought the district did a nice job publicizing it to be inclusive of people, whether or not they are affiliated with the schools. It wasn't as well attended as I thought it would be. Initial focus group was two evenings. Meet the candidate we just had Dr. Keenan, who presented for 30 minutes and then took Q&A. He was called a preferred candidate. That was very well attended.
  - c. Tom Mays: it gave us a chance to see how a candidate interacts with the public. In agreement we should do more than what we did.
  - d. Dr. Keenan: it was decently publicized. In my former district that's when they really knew because it was in the papers.
  - e. Winter: we have more communication venues in place now with Facebook and social media and the website. We have a lot more than we had 7 years ago.

**NEXT REGULAR MEETING:** The next meeting of the Board is Monday, April 28, 2014, at 6pm, at the Administration Building.

For more detailed information on these items, visit

<http://beta.westlake.k12.oh.us/boe/meetingschedule/default.aspx>