

Superintendent Search Planning with
McPherson and Jacobson LLC
Wednesday, September 25, 2024 6:00 PM

Franklin Public Schools Media Center
1001 M St
Franklin, NE 68939

Agenda

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Verification of Open Meetings Act Notice
5. Verification of Publication of Meeting Notice
6. Superintendent Search Planning with McPherson and Jacobson
7. Adjournment

FRANKLIN
Superintendent Search – Meeting #1
September 25th @ 6:00

- Welcome & Introductions
 - Great timing for this search
- Brief Overview of Superintendent Search Process
 - Open and Transparent Process
 - Press releases, emails to staff, and website tab to keep everyone “in the know”
 - Going to need the Board of Education to be a united team
 - 3-meetings and lots of follow-up and timely communication
 - Interviews in open session
 - As elected officials, you make the decision
 - You are the only folks that get to formally interview the candidates...interviews are in open session and patrons can listen but they can't be part of the interview....this is your decision
 - Others can be involved in the “meet and greet” portions of the interview days but it comes down to you as the “hiring agent”
- We need to finalize a SEARCH CALENDAR
 - Biggest Requirement of the Board is **“time” and “commitment”**
 - Three board meetings with us, candidate interviews, and selection
 - Important that each of you is here for all meetings/interviews
 - Review key dates/additions/revisions
 - Advertising parameters
- Set schedule for “Input Meeting Day”
 - ALL patrons will be invited to a public forum that evening so EVERYONE can feel involved
 - “Survey monkey” will be available as well for those that can't make it to an in-person meeting...we want everyone's voice to be heard
 - Board Members/Administrators should NOT attend the community or staff input meetings
 - Typically whatever groups we meet with on this “input day” are also involved on interview dates as “meet and greet committees”
- Vacancy Announcement to-do list checkup
- Press Release #1 for local media, staff email, and website
 - Where do you want this sent?
 - We need a school website tab titled “Superintendent Search”
- **Nominal Group – Consensus Building**
 - Each Board Member to identify the qualities, skills, and characteristics you are looking for in your next superintendent
 - What are the criteria you are looking for in the next leader of Franklin?

(2-SIDED)

- Next Steps
 - Get applications ready to go online and Advertise, Recruit, Advertise, Recruit, etc.
 - Prepare for Community “Input” Visits
 - Make certain all board members reserve the dates determined on the supt search calendar
 - Consider salary array, 2-year contract offer, etc.
 - Now is a great time to contact your school attorney to have them update your superintendent’s contract
 - Will the next superintendent be required to live in the district?
 - Begin to think what interview day looks like for the spouses, homes for sale, rentals, meals, etc.
- Next Meeting
 - Selection of interview questions
 - Discuss interview schedule
 - What groups do you want to be involved in “meet and greets?” Spouse program?
 - Salary array and contract parameters
 - Review of input meetings
- Questions, Comments, Concerns to... Darren Tobey 308-920-0651 darren.tobey@bbps.org
- Adjourn
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SAMPLE CRITERIA FROM OTHER RECENT SEARCHES

- A servant-minded, student-focused leader that communicates well with all stakeholders
- A strong confident leader with a great work ethic and high expectations that is able to analyze needs, create and communicate plans, delegate, and follow through to achieve lofty district goals.
- Strong budget and financial skills that are able to proactively plan for future needs.
- A community-minded leader that is open-minded with a high level of integrity and able to collaborate with stakeholders
- Understands and positively impacts the educational needs of our diverse learners
- Someone with strong communication and public relations skills that is accessible and open-minded
- A team builder that is collaborative and strategic
- Someone with honesty and integrity that is a people-person and accessible
- Someone who has a strong work ethic and is dependable with an attention to detail
- Someone with energy and enthusiasm to build morale
- Dedicated to educational excellence and opportunity for all students
- Good budgeting skills - Seeks out budgeting resources - Communicates well throughout budget process
- An instructional leader that emphasizes teaching and learning in all PreK-12th grade areas