

**BOARD OF EDUCATION
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64
Minutes of the Special Meeting
at 6:00 p.m. on January 7, 2019
Jefferson School - Multipurpose Room
8200 Greendale Ave, Niles, IL 60714**

Board President Borrelli called the meeting to order at approximately 6:01 p.m. Other Board members in attendance were Fred Sanchez, Larry Ryles, Rick Biagi, Mark Eggemann and Bob Johnson. Board member Tom Sotos arrived prior to public comments. Also present were Superintendent Laurie Heinz, Assistant Superintendent for Human Resources Joel T. Martin, Public Information Coordinator Bernadette Tramm, and six members of the public.

The agenda and reports for this meeting are available on the website at <http://www.d64.org> or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

Pledge of Allegiance

Board member Ryles led the pledge.

Public Comments

Board President Borrelli invited public comments on items not on the agenda, which were received as follows:

- Gareth Kennedy, a candidate for the District 64 Board election, addressed the Board concerning the criteria to select a search firm.

Interview Executive Search Firms for the Superintendent Search

Board President Borrelli reported that subsequent to the December 12, 2018 announcement of Dr. Heinz's resignation as Superintendent effective June 30, 2019, the Board had met on December 18, 2018 to identify two search firms it wished to interview at tonight's special meeting and had established a second meeting on January 14, 2019 to meet with the selected firm to begin work on the search process and timeline. Dr. Borrelli noted that the Board had reached consensus to interview the two firms most active in the Chicago suburban area -- BWP and Associates and School Exec Connect. Dr. Borrelli then noted several important milestones on the horizon in D64, including preparing for the start of a new school year, preparing to begin negotiations with the Park Ridge Education Association teachers union in November, and the more immediate Board transition following the April 2019 election. He asked for Board members to hold their questions until each firm had concluded its initial presentation. It was noted that the representatives of each firm would be sequestered during the presentation by the alternate firm.

Dr. Mark Friedman and Dr. Steve Griesbach of BWP and Associates were the first to present their proposal to the Board. They reviewed their personal credentials in conducting searches and those of their firm, and then shared the highlights of a written proposal they had submitted. They focused on the 10 steps to be conducted in a superintendent search and how they would achieve each one in the upcoming timeframe. They reviewed the firm's track record and guarantee before enumerating their fee structure. Drs. Friedman and Griesbach then summarized why BWP should be selected to partner with the Board on the search for a successor to Dr. Heinz.

Board members then posed a series of questions to the BWP representatives concerning: how a superintendent profile is created through stakeholder input; the merits of an open vs. a confidential search; any searches just concluded or currently underway and whether they would present a conflict; whether both sitting and aspiring superintendents should be considered; their outreach efforts and geographic reach; their views of the challenges noted earlier that will face a new superintendent in D64 and timing of the search and selection; and how and why interim superintendent placements are made. Following this interview, Board President Borrelli thanked the BWP team who then left the meeting room.

He then welcomed Dr. Harry Rossi, Dr. Diane Rossi, and Dr. Gary Zabilka from SchoolExec Connect. They reviewed their personal credentials in conducting searches and those of their firm, and then shared the highlights of a written proposal they had submitted, focusing on the multiple phases of a search plan and a flowchart of the tasks associated with each phase beginning with a planning meeting to set the schedule. They indicated where the Board would need to commit time for rounds of interviews with candidates, and that the timing of the overall search would be dependent on the Board's availability to complete this work. They also highlighted the key areas for stakeholder involvement. Dr. Rossi and Dr. Zabilka reviewed the fee structure and other costs for advertising based on the Board's selections at a planning meeting. They also reviewed their recruiting and screening process of candidates to bring a slate to the Board, again referring to the flowchart to show how the steps are interwoven.

Board members then posed a similar series of questions to the School Exec Connect representatives as had been posed to the BWP representatives. Following this discussion, Board President Borrelli thanked the representatives. At 7:50 p.m., he called for a short break; the meeting resumed about five minutes later.

Public Comments

Board President Borrelli invited further public comments, which were received as follows:

- Miki Tesija, D64 parent, addressed the Board regarding opportunities for stakeholder input.
- Kristin Olson, Park Ridge resident, addressed the Board regarding seeking references from other districts. Board President Borrelli noted that Dr. Martin had already reached out to other districts prior to recommending the initial group of search firms presented for the Board's consideration at the December 18 meeting.

Approval of Selected Executive Search Firm for the Superintendent Search

Board President Borrelli then led the Board through a discussion of both firms, with Dr. Heinz and Dr. Martin adding clarifying information in response to their questions. Among the areas discussed were the differences and similarities between the two firms regarding: plans for outreach and recruiting of potential candidates both sitting superintendents and those aspiring to advance into the post from the assistant superintendent level; the proposed timeline for the search; relevant recent searches conducted for similar districts; and their understanding of current needs of D64. Mr. Martin also reported he had arranged for a meeting with the District's legal counsel for tomorrow to review the proposed contract with the Board's selected firm, and would reach out for a final reference call to school districts in Wilmette for School Exec Connect or Vernon Hills for BWP based on the Board's selection.

ACTION ITEM 01-01-19

It was moved by Board member Sanchez and seconded by Board member Biagi that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the selection of School Exec Connect search firm to conduct the superintendent search.

The votes were cast as follows:

AYES: Eggemann, Biagi, Sotos, Sanchez

NAYES: Johnson, Borrelli, Ryles

PRESENT: None.

ABSENT: None.

The motion carried.

Adjournment

At 8:35 p.m., it was moved by Board member Sotos and seconded by Board member Eggemann to adjourn.

The votes were cast as follows:

AYES: Sanchez, Ryles, Sotos, Borrelli, Biagi, Eggemann, Johnson

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

Date: February 4, 2019

President

Secretary