

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION SPECIAL MEETING - SUPERINTENDENT SEARCH
FIRM**

Monday, May 22, 2023
7:30 AM

Waunakee Community School District
905 Bethel Circle
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

Public comments will be limited to 3 minutes. The Board will allow 30 Minutes for public comments.

Public comments may be sent to Rebecca McDonough at district_administrator@waunakee.k12.wi.us up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may or may not be reviewed by the board until after the board adjourns. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted in the lobby of the building, asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE AGENDA

IV. PUBLIC COMMENTS

V. REVIEW AND CONSIDERATION OF SUPERINTENDENT SEARCH FIRM RFPs **3**

The purpose of this agenda item is to review the Superintendent search firm proposals, and select 2-3 proposals to evaluate further through an interview process. Attached please find the six (6) proposals that were received by the district.

The School Board approved the Superintendent search firm request for proposal (RFP) document at the April 6th, 2023 meeting. You can refer back to this meeting to see the RFP

document that was presented to the School Board.

The six proposals that were received can be evaluated in comparison to the RFP document to narrow the process down to 2-3 firms to interview. Please feel free to reach out to Brian Grabarski if you have any questions on this process.

VI. FUTURE MEETINGS

A future meeting can be scheduled for the Superintendent search firm interview process. The date of Monday, June 5th could be an option for consideration. We would like to provide a 2 week notice to those firms who are selected for interviews.

VII. ADJOURN

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”

Search Firm	Cost Estimate	Followed RFP Format	Active Recruitment	WI Connection	Similar Schools	Timeline Match	Onsite Facilitation w/ Board	Engage Stakeholders	Screen Candidates	Transition Services	Guarantee
Hazard, Young, Attea Associates	\$18,500	yes	yes	yes	Verona, Menomonee, Cedarburg	yes	yes	yes	yes	yes	yes
McPherson Jacobsen	\$11,500	yes	yes	yes	Oconomowoc, Chippewa Falls, West Bend	yes	yes	yes	yes	yes	yes
BWP & Associates	\$19,500	yes	yes	yes	Mukwonago, Middleton C-P,	yes	yes	yes	yes	yes	yes
Spirit Consulting	est. \$43,000 - superintendent contract based	yes	yes	no	none	no	yes	?	yes	yes	undefined
WASB	per hour, \$8700 not to exceed	yes	no	yes	Waupaca, Prairie du Chien, Lodi	yes	yes	yes	yes	yes	yes
School Exec Connect	\$17,500	no	yes	yes	Lake Geneva, Wauwatosa, Shorewood	yes	yes	yes	yes	no	yes