

ORCUTT UNION SCHOOL DISTRICT
Special Meeting of the Board of Trustees
Monday, February 3, 2020
Public Session - 5:00 p.m.
District Office Board Room
500 Dyer Street, Orcutt, CA 93455

CALL TO ORDER 5:00 p.m.

A. Pledge of Allegiance

B. Adoption of February 3, 2020 Agenda

Moved _____ Second _____ Vote _____

C. Public Comment

The public comment section of the agenda is an opportunity for the public to provide input to the Board of Trustees. Any request to speak must be submitted on a Request for Public Comment form, which can be obtained from the Superintendent's Administrative Assistant. If you are speaking to an item that is not on the agenda, you can only speak during the public comment section. Those wishing to speak about an item that is on the agenda may do so during the public comment section, or when the item is being considered. If you choose to speak on an item at the time it is being considered, your name will be called before the Board's deliberation.

A maximum of thirty (30) minutes is set aside for Public Comment. Speakers are allowed a maximum of three (3) minutes to address the Board on any items within the Board's jurisdiction in accordance with the Brown Act. The Board will limit any response to public comments to brief statements, referral to staff, or referral to a future board meeting.

ITEMS SCHEDULED FOR DISCUSSION

A. GENERAL

1. Approval of Leadership Associates Proposal to Conduct the Superintendent's Job Search

It is recommended that the Board of Trustees approve the proposal from Leadership Associates to conduct the Superintendent's Job Search, as submitted.

Moved _____ Second _____ Vote _____

ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (805) 938-8907. Notification 48 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accessibility to this meeting.



PROPOSAL TO CONDUCT A SUPERINTENDENT SEARCH FOR



FEBRUARY 3, 2020

Leadership Associates Search Consultants



Fred Van Leuven, Ed.D., Lead

Santa Ynez Valley UHSD

Conejo Valley USD

Saddleback Valley USD

Poway Unified SD

President, Accrediting Commission for Schools

Western Association of Schools and Colleges,

(ACSWASC)



Peggy Lynch, Ed.D.

Co-Lead Consultant

San Dieguito Union High School District

Brea-Olinda Unified School District

Orcutt Union School District

Accomplishments:

- Strong Community support as evidenced by passage of Measure G
- Recent improvements to campus safety and security
- Development of partnerships with local businesses to create real world working environments for students
- County, State and National recognition of Orcutt Academy Dependent Charter School

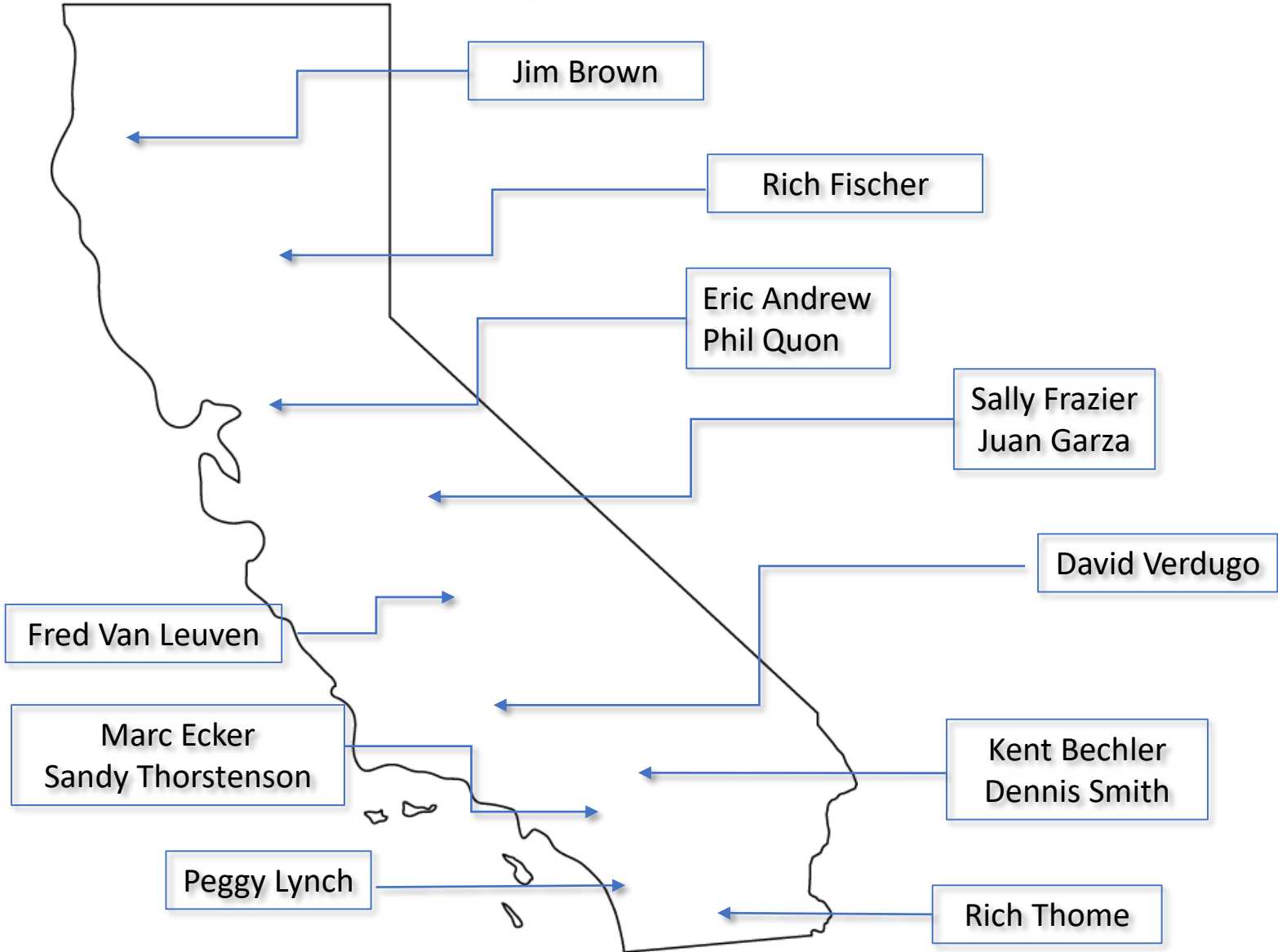
Leadership Associates

California's Premier Executive Search Firm

A Sampling of Searches:

- Fountain Valley School District
- Cabrillo Unified School District
- Carmel Unified School District
- Santa Maria Joint Union High School District
- Mill Valley School District
- Evergreen School District
- Merced City School District

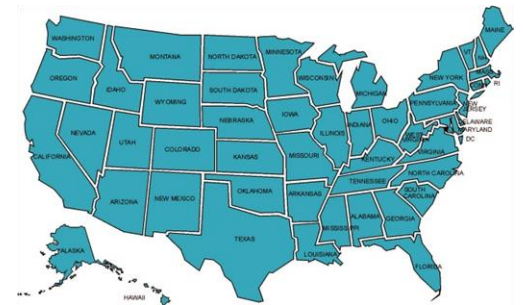
Leadership Associates: State-Wide Reach



Leadership Associates: Extensive Reach

Our partners are affiliated with the following state and national organizations and work with key leaders throughout the state and country to assist us in recruiting highly qualified candidates who meet the profile:

- American Association of School Administrators (AASA)
- California Association of Latino Superintendents and Administrators (CALSA)
- Association of California School Administrators (ACSA)
- California Association of African-American Superintendents and Administrators (CAAASA)
- Suburban School Superintendents (SSS)
- California Collaborative on District Reform (CCDR)
- American Leadership Forum
- Azusa Pacific University, Cal State Fullerton, University of Southern California



Leadership Associates: What is our “Why”

What...

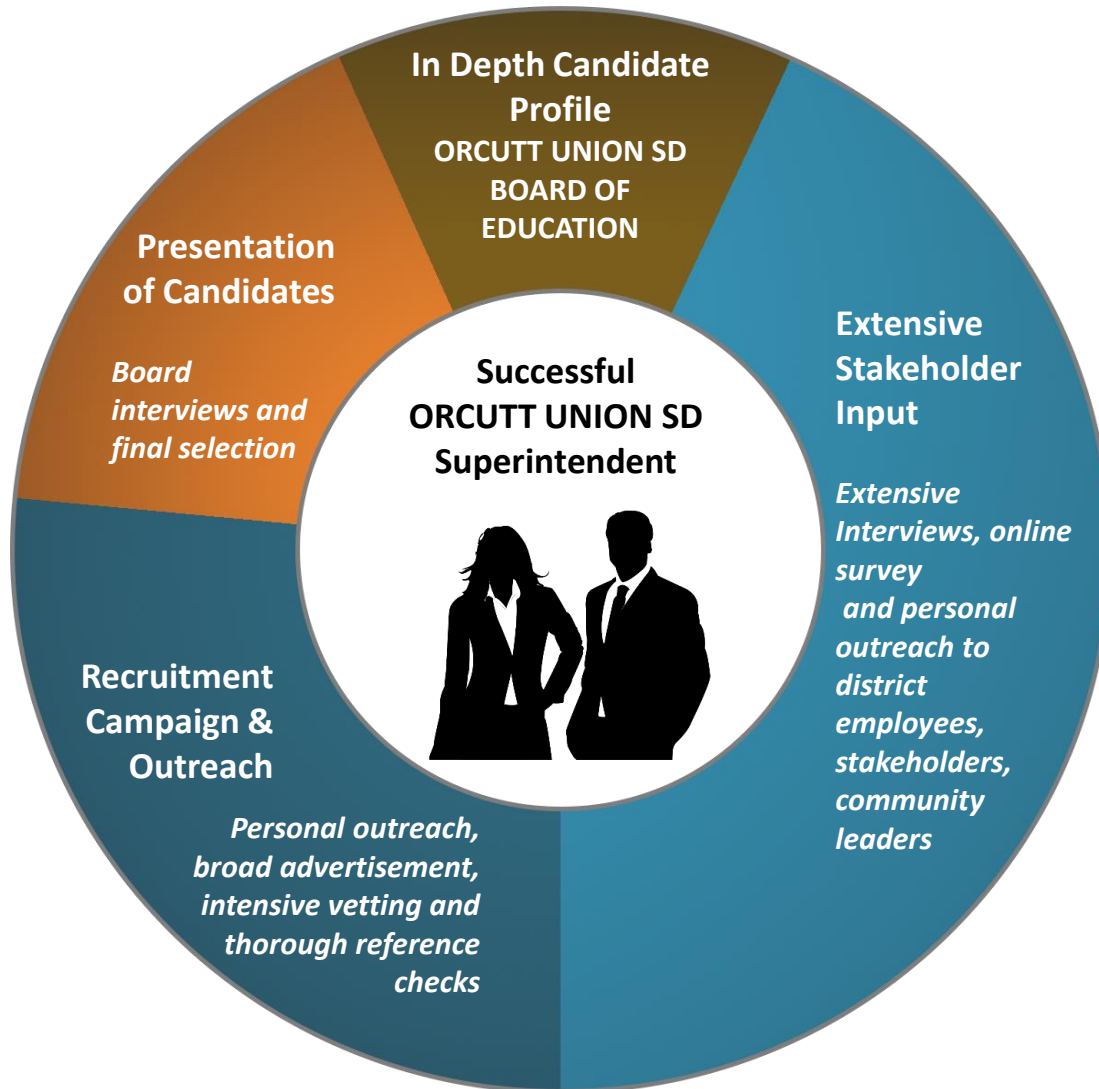
Assist Boards of educational organizations in the recruitment and selection of their next Leader

Why...

A deep belief that public education is at the very core of American society and that every organization deserves a passionate, caring, and inspired Leadership Team, focused on ensuring all children receive the highest quality education we can envision

The Leadership Associates

4-Step Key to Success over 20 Years



Search Process Overview



Leadership Associates: Search Process Timeline

JAN 2020	January 27	District Receives Proposals
	January 31	Proposal Presentations / Board Selects Firm
FEB-MAR 2020 Phases 1-4	February 7	Initial Meeting with the Board
	February 7, 11, 12, 18	Community Engagement Phase (Sessions And Survey)
	February 24	Development / Publication of Position Description
	February 24; March 2	Advertisement of Position
MAR 2020 Phase 5	March 16, 5:00 PM	Application Deadline
	March	Applicant Reference and Background Checking
	March 30	Application Review / Interview Selections (Board)
APR-MAY 2020 Phases 6-8	April 3 and 4	Interviews (Board)
	April 6-20	Validation Process (Board)
	May 13	Approval Of Superintendent Contract (Board)
JULY 2020 Phase 9	July 1 (or as mutually agreed)	New Superintendent Begins

Online Survey (Anonymous)

- **Broad Outreach** – Certificated staff, classified staff, parents, principals, management team, district office, community members, etc.
- ***Multiple Languages** – English, Spanish, Vietnamese, Chinese, Arabic
- **Extensive Stakeholder Input Sought:**
 - Professional and Personal Characteristics Desired in new Superintendent
 - Desired Experience/Professional Background
 - District Strengths and Challenges
- **General Comments/Suggestions**

*(with the assistance from translators provided by the District)

Leadership Associates: Distinguishing Characteristics

As life-long educators we:

- Have a proven track record of success with excellent references from the over 500 California Boards we have worked with since 1996
- Are all vested partners in the firm and committed to search work
- Are all former superintendents from diverse backgrounds with the knowledge of what it takes to successfully lead an education enterprise
- Remain active in education and in state and national professional organizations representing the entire state
- Have longstanding and deep relationships with leaders throughout the state and country, which is absolutely critical to active recruiting and reference checking



**DISCUSSION,
COMMENTS,
Q & A**





LEADERSHIP ASSOCIATES SERVICES AGREEMENT

LEADERSHIP ASSOCIATES
www.leadershipassociates.org
3905 State Street #7-407
Santa Barbara, CA 93105
(805) 364-2775

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this **3rd day of February, 2020** between LEADERSHIP ASSOCIATES, hereinafter called the Contractor, and **ORCUTT UNION SCHOOL DISTRICT**, hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

The Contractor will conduct a Superintendent search, as delineated in the attached Summary of Services.

The District agrees to pay the Contractor **TWENTY-ONE THOUSAND, FIVE HUNDRED DOLLARS (\$21,500)** for services provided. Payment is to take place in two increments: **(1) \$10,750** upon completion of stakeholder input, and **(2), \$10,750** upon selection of a finalist. The Contractor will submit invoices to the District for each of the payment increments. Payments are due within 30 days of receipt of invoice.

**Remittance payable/forwarded to: Leadership Associates
Attn: Linda Hunt
50-855 Washington Street #C-205
La Quinta, CA 92253**

The Contractor is to perform the above services beginning February 4, 2020.

Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:
LEADERSHIP ASSOCIATES
Taxpayer ID#: 68-0383653

DISTRICT:
ORCUTT UNION SCHOOL DISTRICT

By: 

By: _____

Name: Fred Van Leuven, Ed.D.

Name: _____

Title: Lead Consultant

Title: _____

Date: January 31, 2020

Date: _____

SUMMARY OF SERVICES

ORCUTT UNION SCHOOL DISTRICT SUPERINTENDENT SEARCH, 2020

I. TOTAL FEE TO CONDUCT SEARCH: \$21,500 (all-inclusive)

This fee includes:

- All expenses incurred by consultants
- All meetings with the Board
- Development and posting of the position description announcing the position
- Cost of advertising in EdCal (Two consecutive publications)
- Acceptance of applications and responding to all inquiries regarding the position
- Recruitment of candidates and extensive background checks
- Gathering of community and staff input and providing Board with a written report, including online survey
- Coordination of logistics of the search:
 - scheduling appointments
 - notification of unsuccessful candidates
 - scheduling community visit/validation process
- Assisting in the development of interview questions and supporting the Board with the interview process
- Assisting the Board's administrative assistant throughout the process with templates, checklists, online posting updates and sample agenda language
- Acting as an advisor to the Board of Education
- Assisting the new superintendent and Board through transition and community verification process, if conducted

II. GUARANTEE

Should the new superintendent leave within one year, Leadership Associates will conduct a new search at no cost except for travel and advertising expenses, provided the Board majority remains the same.