



Foundation | Board Meeting

LINCOLN PUBLIC SCHOOLS | OCTOBER 22, 2024

Board Agenda Item 5A - Executive Search

Action steps were discussed in the Transition Committee and are outlined below

- Staff Prep Work
 - Staff will finalize job description.
 - Staff will prepare salary and benefits survey (legal review likely required)
 - Staff will prepare marketing materials to use for information and recruitment.
 - Staff will prepare a job posting
 - Staff will prepare a list of potential posting locations and associated costs.
- Transition Committee Work
 - Britta and Alex will finalize the job description, salary/benefits range, and language for posting.
 - Britta, Alex, and John will screen applicant files with possible follow-up Zoom meetings. The data from the screening will be used to determine what candidates to interview. Narrow to approximately 2-6 interviewees.
- Selection Process:
 - Three board members plus John will conduct board interviews. Narrow to approximately 1-4 candidates.
 - Directors plus John will meet with candidates over lunch. Directors provide written feedback on impressions all candidates, but they will not recommend finalist or provide rank order. Narrow to approximately 1-2 finalists.
 - Dr. Gausman and John will meet with finalists to recommend one selection.
 - Britta and Alex work with Transition Committee to negotiate with selection to ensure acceptance of offer if the board approves. Selected finalist either moves to Transition Committee for final review or, if negotiations are unsuccessful, the other finalist is considered.
 - Transition Committee review process and recommendations and makes determination to send the selected finalist to the Board along with any recommended changes in contract, for consideration and approval
- Transition Plan:
 - Staff will prepare announcement and release

- Transition Committee meets with new president
- Staff meets with new president to begin transition process, including:
 - Overlapping time with interim president
 - Organizational Charts
 - Organization Manual
 - Calendar of transition activities within the Foundation, LPS, and the Community
- Full start by April 1, 2025