Superintendent Search 2024 Process Comparison

Service	MASC	NESDEC
Cost	$11,500 (add'l max $500 for printing/mailers/telephone charges)	Fixed Consulting Fee: $7,760 + Fixed Expenses: $1,820 $9,580
"What We Do"	• Team coordinates all aspects of search process including A. Focus groups B. Assisting with goal setting C. Advertising D. Recruitment E. interview preparation F. Attends all interviews & other sessions related to search • If opt for focus groups/online survey: ○ Oversee posting of survey/act as interviewer & facilitator at focus groups ○ Can use info to develop comprehensive "profile" of next Supt	• Announcement process with print/electronic communication with NESDEC's exclusive regional & national networks • An active regional and national recruitment component designed to provide high-performing candidates. • Experienced Search Consultant supported by region-wide search staff w/ direct experiences as Superintendents of Schools • Timeline Development • Community needs assessment • Assistance in screening applications, initial interviews, and finalists • Management of all search detail

		• s • Ongoing communication with board/committee • A formal follow-up process, which includes an Entry Planning consultation for the new Superintendent, and the options of a fee-based Superintendent/School Committee retreat and/or Executive Coaching support for the new Superintendent.
Additional Expenses		• Community-wide focus groups **$425 per group** • Entry Planning Consultation (must ask for **quote**–meets with AI related to his entry plan) • Team/Governance Retreat & follow-up (half day w/ new supt & committee) **$1,250** • Long-Term Executive Coaching For new Supt (**quote**) • Search brochure (**quote**) • Fee-based hard copy advertising for weeklong ad in Education Week (**quote**)
Advertising	**Via mail/email/social media/other online postings:**	• SchoolSpring/30 days • Top School Jobs (online

	• **Posting on MASC & MASS websites** • **All state school boards associations & state supt associations National Affiliation of Superintendent Searchers (NASS)** • **Placement offices at colleges & universities that offer advanced school admin degrees** • **Education Week $3500** • **"..the Committee shall pay all costs for paid advertisements authorized by the Committee"** **-page 2 of contract**	advertising for Education Week/nat'l advertising)/30 days • American Association of School Administrators/AASA Job Bulletin (nat'l)/30 days • School Leadership Jobs/online & regional/40 days • Diversity Websites NABASE Career Center, ALAS, Talent Ally • Assorted Supt/school board association websites • **Fee-based** advertising in other selected venues
Search Consultant	• **General consultation including: advice in stating qualifications & duties, responsibilities, compensations & other terms of employment, advice concerning conduct & scheduling of search process** • **Sets timeline for search** • **Helps guide decision of whether to engage in community/school district**	• **Develops with SC process for screening** • **Conduct workshop with SC/Screening Committee to help prepare questions, development of rating scales, planning of interviewing techniques** • **Arranges interview Schedules** • **Does NOT attend interviews** • **Can assist throughout**

	focus groups and/or electronic survey for community feedback ● Notices of vacancy ● Brochure describing school system/community/district & qualifications for position ● Preparation & dissemination of application forms ● Assistance in structuring format for interviews, scheduling interviews, & making arrangements relating to interviews ●	interview process as requested ● Available to debrief after each round of interviews
Finalist Prep	● Provides advice/assistance regarding final reference checks ● Notifies finalists ● Notifies unsuccessful candidates ● Create interview schedules for the finalists ● Organizes candidate site visits to the district ● Coordinate/schedule SC visit to finalists' districts ● Upon review of finalists, assists w/ finalist question development/produces interview materials	● Credential Verification ● Add'l Reference Checks ● Can assist in communication w/ representatives of finalists' present school districts ● Assists w/ arrangement for interviews & interactions ● Can facilitate meeting w/ SC after interviews ● By request, can assist in final selection process including development of "Agreement in Principle" ● "If a candidate chosen as the result of a NESDEC executive search should leave the position either

	• Consultant attends finalist interviews & facilitates selection deliberation session, if asked • Post-hiring, available to conduct workshop focusing on roles & responsibilities of SC & admin & any other issues committee wishes to address • If individual retained fails to complete 2 years in district, MASC assumes responsibilities of ***reinstituting the search process at no additional charge to the school committee.***	voluntarily or involuntarily for any reason other than retirement or a transfer/appointment in the school system or transfer/appointment to a position in the municipality within a two-year period of the initial appointment date, N**ESDEC would provide** free of charge consulting and support services comparable to those of the initial search, on a one-time basis, **exclusive of advertising and related expenses, to conduct a new search for the same position. (Fixed search-related expenses are noted in the Cost Proposal.)**" - page 8, proposal
Search Details	• Receipt & processing of applications & supplemental materials • Review of applications/presentation of specified # of candidates after initial screening • Ensures submissions are complete • Notification of finalists and candidates not selected for interviews/interviewed candidates not selected	• Responds to all questions from interested candidates/directs to online application • Receives all applications & creates candidate files • Checks applications for completeness • Communicates with unsuccessful candidates at appropriate stages • Once new Supt selected, informs unsuccessful candidates/groups in network

	• **Verifies references of selected applicants** • **Provides limited background search** • **Post hiring,**	**about choice**