

The ESS Consulting Group provides specialized services that address the needs of California school districts, including the facilitation of superintendent searches.

The Governing Board of the San Marcos Unified School District has engaged the services of ESS advisors Dr. Suzette Lovely and Ms. Beverly Hempstead to facilitate the search for its next superintendent. Below is a timeline of the search process and corresponding activities:

Engagement Phase – December 18, 2020 – February 1, 2021

Planning Meeting with Governing Board	Search advisors outline process and timelines. Board identifies district needs and priorities, applicant qualifications/criteria, and stakeholder groups with which the consultants should enlist input.
Stakeholder Input	Search advisors meet with individuals and groups to identify district strengths, challenges/needs, and important qualities of SMUSD's next superintendent. An on-line survey is launched to gather additional input from employees and the community-at-large.
Presentation of Leadership Profile (Open Session)	Search advisors present a Leadership Profile to the board summarizing stakeholder input. The board establishes any additional selection criteria to attract candidates that best match the needs of the district.

Activation Phase – January 22 – February 26, 2021

Job Posting	Superintendent vacancy posted in a variety of sources and on-line platforms, including EDJOIN, EdCal and other board-determined publications
Recruitment	ESS advisors utilize an array of regional/statewide networks to actively recruit, correspond with, and screen qualified candidates who match the Leadership Profile.
Reference Checks	ESS advisors contact candidate references and conduct "blind" appraisals of each applicant, including social media reviews.

Selection Phase – March 1 – April 30, 2021

Education Support Services Group

Slate of Candidates (Closed Session)	Board meets with ESS advisors to identify the best qualified candidates and determine who will be invited for interviews.
First Level Interviews (Closed Session)	First round interviews conducted by governing board.
Second Level Interviews (Closed Session)	Second round interviews with finalists conducted by governing board.
Due Diligence Review	Search advisors engage with a 3 rd party to conduct a thorough due diligence review of the finalist, including criminal, civil, credit, and digital history.
Approval of New Superintendent (Open Session)	Following the successful due diligence review and negotiation of employment contract, the governing board takes formal action to hire the new superintendent and introduce the candidate to the community.
Transition Phase – TBD	
Debriefing with New Superintendent	ESS advisors provide a facilitated transition meeting with the new superintendent and governing Board regarding information learned through the search process.
Optional Support Services	Depending on District needs and experience of the new superintendent, ESS advisors are available to provide governance training, superintendent goal setting & evaluation development, and/or executive coaching.

For additional information about the search process, please contact ESS advisors at slovely@aalrr.com or bhempstead@aalrr.com.