

**MILWAUKEE BOARD OF SCHOOL DIRECTORS
PROFESSIONAL SERVICES CONTRACT**

This Contract is being entered into this 1st day of September 2024, by and between **Hazard, Young, Attea & Associates** (“Contractor”) and Milwaukee Board of School Directors (“MPS”).

1. SCOPE OF SERVICES

Contractor shall specifically perform the following tasks:

Contractor shall provide Milwaukee Public Schools with educational search firm services in a national search for the position of Superintendent of Schools in accordance with Contractor’s Proposal attached hereto as Attachment A and as customized in partnership with the Milwaukee Board of School Directors. It is the intent of MPS to have a new hire will be selected prior to the April 2025 Board meeting.

If the superintendent departs from the position during the first year under any circumstances professional or personal, or within two (2) years, if the majority of the Board is still in place and departure is due to dissatisfaction and not personal or familial reasons, Contractor will recruit new candidates for the Board at no additional cost with the exception of travel, advertising and due diligence expenses.

Contractor shall provide, at its own expense, all personnel, supplies, and equipment required to perform the services under this Contract. Unless otherwise indicated, all services are in-person.

2. TERM

This Contract shall be in effect on September 1, 2024 through August 31, 2026 with the option to extend upon mutual consent.

No work shall commence before a Contractor receives a fully executed Contract and has been given approval to proceed. Any work performed by the Contractor prior to obtaining a fully-executed Contract with approval to proceed shall not be compensated pursuant to this Contract. Any continuation of the Contract beyond this term must be set forth in writing and signed by the original signatories to the Contract.

3. COMPENSATION

Total compensation under this Contract shall not exceed \$75,000.00. Contractor will be compensated at a rate that is twenty (20) percent of the new Superintendent of Schools salary not to exceed \$67,500.00. Travel costs for Contractor’s associates shall not exceed \$7,500 and will be billed based on Contractor’s actual expenses for travel. A detailed expense invoice will be provided for applicable travel charges which will only include lodging, mileage, and flight, if required. For the Contractor’s two (2) Wisconsin and one (1) Illinois Associates, Contractor will only bill for lodging and mileage.

MPS reserves the right to determine in its sole discretion whether services have been adequately and fully delivered; to withhold payment until services are fully and adequately delivered; or to disallow a pro rata share of payments for services not fully and adequately delivered.

Milwaukee Public Schools does not pay in advance for services. No payment shall be made until a properly submitted invoice is approved. Invoices shall be submitted to:

Milwaukee Public Schools
ATTN: Tina Owen Moore, Director
5225 W Vliet Street
Milwaukee, WI 53208

A properly submitted invoice must include a detailed description of the dates and times worked, the tasks performed, the quantity of services provided, and shall be quantified according to the units and rates defined in Contract. As a matter of practice, MPS attempts to pay all invoices in 30 days. It is mutually agreed that State Prompt pay law does not apply to this Contract.

Unless otherwise specified, MPS shall not pay invoices submitted more than 60 days after actual work. In the case of grant funding, no payments shall be made after grant close out. Final invoices must be marked as such.

4. NON APPROPRIATION OF FUNDS

This Contract is contingent upon the appropriation of sufficient funds by appropriate MPS officials. If funds are not appropriated, Contractor agrees to take back any commodities furnished under the Contract, terminate any services supplied to MPS under the Contract, and relieve MPS of any further obligations under the Contract.

5. NON-DISCRIMINATION

In the performance of work under this Contract, Contractor shall not discriminate in any way against any employee or applicant for employment on the basis of a person's sex, race, age, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, disability, or socio-economic status. This prohibition includes but is not limited to employment; promotions, demotions and transfers; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships. Contractor is required to include a similar provision in all subcontracts to this Contract.

If MPS determines Contractor has violated this non-discrimination policy, MPS may terminate this Contract without liability for undelivered services or materials. MPS may also deem the Contractor ineligible to participate in future contracts with MPS.

6. INDEMNITY

Notwithstanding any references to the contrary, Contractor assumes full liability for all of its acts or omissions in the performance of this Contract, as well as the acts or omissions of its subcontractors. Contractor shall indemnify and hold harmless MPS, its agents, officers and employees against all liabilities, losses, judgments, decrees, costs, and expenses that may be claimed against MPS as a result of granting of this Contract to said Contractor, or that may result from the carelessness or neglect of said Contractor, its agents, or employees. If judgment is recovered against MPS in suits of law or equity for any reason, including by reason of the carelessness, negligence, or acts or omissions of the Contractor, against such persons, firms or corporations carrying out the provisions of the Contract for the Contractor, the Contractor assumes full liability for such judgment, not only as to any monetary award, but also as to the costs, attorneys' fees or other expenses resulting therefrom.

In accordance with applicable laws, MPS shall be responsible for defending and paying judgments on behalf of its officers, employees and agents while acting within the scope of their employment or agency for any claims that may arise out of MPS's negligence for acts, policies, or directives that affect the activities covered by this Contract.

7. BACKGROUND CHECKS

Contractor will conduct, at Contractor's expense, a criminal information records background check, (hereinafter referred to as "background check"), through the Wisconsin Department of Justice and other appropriate states' agencies, on all current and potential administrators, board members, officers, and employees who have, or who are anticipated to have, "direct, unsupervised contact" with MPS students in the performance of this Contract.

An out of state background check should be completed in the state(s) in which the individual resided for at least six months within the last two years and was eighteen years or older at the time.

Contractor will submit to MPS's Department of Employment Relations (DER), (via mail to Milwaukee Public Schools Background Checks, Attn: Department of Employment Relations, Room 116, 5225 West Vliet Street, Milwaukee, WI 53208, or via email at 564@milwaukee.k12.wi.us), all completed background checks. Such records will be reviewed and MPS will notify Contractor of any individual(s) who, based on MPS standards, are unfit and should not have contact with MPS students. All determinations made by MPS with regards to whether an individual is fit to provide services pursuant to this Contract are made in MPS's sole discretion.

The following will each be a material failure to comply with the terms of this Contract and cause for immediate termination of this Contract by MPS: failure to perform background checks as outlined in this Section 7; failure to submit background checks to MPS as outlined in this Section 7; allowing services to be provided by an individual who has not be subjected to a background check; and allowing services to be performed by an individual who has been determined to be unfit by MPS as outlined in this Section 7.

8. INSURANCE AND PROOF OF FINANCIAL RESPONSIBILITY

Contractor understands and agrees that financial responsibility for claims or damages to any person, or to Contractor's employees and agents, shall rest with the Contractor. Contractor and its subcontractors shall effect and maintain any insurance coverage, including, but not limited to, Workers' Compensation, Employers' Liability, General Liability, Contractual Liability, Automobile Liability and Umbrella Liability to support such financial obligations. The indemnification obligation, however, shall not be reduced in any way by existence or non-existence, limitation, amount or type of damages, compensation, or benefits payable under Workers' Compensation laws or other insurance provisions.

The minimum limits of insurance required of the Contractor by MPS shall be:

Workers' Compensation	Statutory Limits
Employers' Liability	\$100,000 per occurrence
General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
Auto Liability	\$1,000,000 per occurrence
Umbrella (excess) Liability	\$1,000,000 per occurrence

The Milwaukee Board of School Directors shall be named as an additional insured under Contractor's and subcontractors' general liability insurance and umbrella liability insurance. Evidence of all required insurances of Contractor shall be submitted electronically to MPS via its third party vendor, EXIGIS Risk Management Services. Waivers and exceptions to the above limits will be in the sole discretion of MPS and shall be recorded in the EXIGIS system, which records are incorporated into this Contract by reference. The certificate of insurance or policies of insurance evidencing all coverages shall include a statement that MPS shall be afforded a thirty (30) day written notice of cancellation, non-renewal or material change by any of Contractor's insurers providing the coverages required by MPS for the duration of this Contract.

9. SHIPPING /TAXES

If goods are provided pursuant to this Contract, please note that MPS is exempt from Federal Excise and Wisconsin Sales Taxes. All vendor quotes, bids and invoices must include delivery FOB destination to the MPS location receiving the goods and freight must be prepaid. This means any freight, shipping, processing, handling or like charges must be part of a unit price. Any separate line items for freight, shipping, processing, handling or like charges listed on an invoice will be deleted and NOT PAID.

All textbook purchases shall be governed by the terms and conditions in the Milwaukee Board of School Directors' Textbook Contract, which provides that textbooks shipped to MPS or its schools must be done at no additional charge to MPS or its schools.

MPS reserves the right to reject any items that do not conform to the bid, quote or Purchase Order. All return freight charges associated with the rejected materials shall be borne by the vendor.

10. IRREPARABLE HARM

It is mutually agreed the breach of this Contract on Contractor's part shall result in irreparable and continuing damage to MPS for which money damages may not provide adequate relief. Therefore, the breach of this Contract on Contractor's part shall entitle MPS to both preliminary and permanent injunctive relief and money damages insofar as they can be determined under the circumstances.

11. TERMINATION BY CONTRACTOR

Contractor may, at its option, terminate this Contract upon the failure of MPS to pay any amount, which may become due hereunder for a period of sixty (60) days following submission of appropriate billing and supporting documentation. Upon said termination, Contractor shall be paid the compensation due for all services rendered through the date of termination including any retainage.

12. TERMINATION BY MPS - BREACH BY CONTRACTOR

If Contractor fails to fulfill its obligations under this Contract in a timely or proper manner, or violates any of its provisions, MPS shall thereupon have the right to terminate it by giving five (5) days written notice before the effective date of termination of the Contract, specifying the alleged violations, and effective date of termination. The Contract shall not be terminated if, upon receipt of the notice, Contractor promptly cures the alleged violation with five (5) days. In the event of termination, MPS will only be liable for services rendered through the date of termination and not for the uncompleted portion, or for any materials or services purchased or paid for by Contractor for use in completing the Contract.

13. TERMINATION BY MPS

MPS further reserves the right to terminate this Contract at any time for any reason by giving Contractor written notice by Registered or Certified Mail of such termination. MPS will attempt to give Contractor 20 days' notice, but reserves the right to give immediate notice. In the event of said termination, Contractor shall reduce its activities hereunder, as mutually agreed to, upon receipt of said notice. Upon said termination, Contractor shall be paid for all services rendered through the date of termination, including any retainage. This section also applies should the Milwaukee Board of School Directors fail to appropriate additional monies required for the completion of the Contract.

14. INDEPENDENT CONTRACTOR

Contractor agrees and stipulates that in performing this Contract, it is acting as an Independent Contractor, and that no relationship of employer and employee, partnership or joint venture is created by this Contract. Contractor has exclusive control over work hours, location, and other details of such services, and MPS's sole interest is to ensure that said service shall be performed and rendered in a competent, safe, efficient, timely and satisfactory manner in accordance with the terms of this Contract.

Contractor has the sole obligation to provide for and pay any contribution or taxes required by federal, state or local authorities imposed on or measured by income. Contractor specifically covenant not to file any complaint, charge, or claim with any local, state or federal agency or court in which Contractor claims to be or to have been an employee of MPS during the period of time covered by this Contract and that if any such agency or court assumes jurisdiction of any complaint, charge or claim against MPS on Contractor's behalf, Contractor will request such agency or court to dismiss such matter. MPS shall not be charged any obligation or responsibility whatsoever of extending any fringe benefits which may be extended to MPS employees, including any insurance, or pension plans.

Contractor further agrees that MPS is not to be charged with the obligation or responsibility of extending any fringe benefits such as hospital, medical and life insurance, or pension plans which may be extended to employees of MPS from time-to-time and further agree to indemnify and hold harmless MPS and all its employees, officers and agents from any liability for personal injuries, including death, or for damage to or loss of personal property, which might occur as a result of the performance of the services provided for under this Contract.

15. ASSIGNMENT LIMITATION

This Contract shall be binding upon and inure to the benefit of the parties and their successors and assigns; provided, however, that neither party shall assign its obligations hereunder without the prior written consent of the other.

16. PROHIBITED PRACTICES

- A. Contractor during the period of this Contract shall not hire, retain or use for compensation any member, officer, or employee of MPS to perform services under this Contract, or any other person who, to the knowledge of Contractor, has a conflict of interest.
- B. Contractor hereby attests it is familiar with MPS's Code of Ethics, providing in pertinent part, "[a]n employee of Milwaukee Public Schools may not accept any gift or gratuity in excess of \$25.00 annually from any person, persons, group or any firm which does business with or is attempting to do business with MPS."
- C. No person may enter into this Contract for services that the MPS employee would otherwise perform as an employee.
- D. No current or former MPS employee may perform services on a professional services contract without the prior written consent of the MPS Chief Human Capital Officer or his/her designee.
- E. If the Contract is for apparel for \$5,000.00 or more, the Contractor agrees to provide only items manufactured by responsible manufacturers. Contractor is required to include a similar provision in all subcontracts to this Contract.

17. LIVING WAGE REQUIREMENT

Contractor shall comply with, and ensure its subcontractors performing work under this Contract comply with, Milwaukee Board of School Directors' Administrative Policy 3.09(17), which requires that employees be paid a "living wage."

18. NOTICES

Notices to either party provided for in this Contract shall be sufficient if sent by Certified or Registered mail, postage prepaid, addressed to the signatories on this Contract, or to their designees.

19. WAIVER

The waiver or failure of either Party to exercise in any respect any rights provided for in this Contract shall not be deemed a waiver of any further right under this Contract.

20. INTEGRATION / SEVERABILITY

This Contract and its exhibits and addenda, if any, constitute the entire Contract among the Parties with respect to the subject matter hereof and supersede all prior proposals, negotiations, conversations, discussions and Contracts among the Parties

concerning the subject matter hereof. No amendment or modification of any provision of this Contract shall be effective unless the same shall be in writing and signed by both Parties.

The District shall not be bound by any terms and conditions included in of Contractor's packaging, service catalog, brochure, technical data sheet or other document which attempts to impose any conditions at variance with or in addition to the terms and conditions contained herein.

If any term or provision of this Contract should be declared invalid by a court of competent jurisdiction or by operation of law, the remaining terms and provisions of this Contract shall be interpreted as if such invalid Contracts or covenants were not contained herein.

21. CHOICE OF LAW & FORUM

The state courts of Wisconsin shall be the sole forum for all disputes arising of this Contract. The validity, construction, enforcement and effect of this Contract shall be governed solely by the laws of the State of Wisconsin.

22. TIMING

Time is of the essence in this Contract. The Parties agree to work efficiently to fulfill all the services of this Contract and to use best efforts to swiftly find qualified candidates for selection prior to the Board's yearend of 2025.

23. CERTIFICATION REGARDING DEBARMENT OR SUSPENSION

Contractor certifies that neither Contractor or its principals; its subcontractors or their principals; the sub-recipients (if applicable) or their principals are suspended, debarred, proposed for debarment, voluntarily excluded from covered transactions, or otherwise disqualified by any federal department or agency from doing business with the Federal Government pursuant to Executive Orders 12549 and 12689. Contractor specifically covenants that neither the Contractor or its principals, its sub-contractors or their principals, or the sub-recipients (if applicable) or their principals are included on the Excluded Parties List System ("EPLS") maintained by the General Services Administration ("GSA").

24. FORCE MAJEURE

MPS will not be liable to pay Contractor for any work that the Contractor is unable to perform due to act of God, riot, war, civil unrest, flood, earthquake, outbreak of contagious disease or other cause beyond MPS's reasonable control (including any mechanical, electronic, or communications failure, but excluding failure caused by a party's financial condition or negligence).

25. STUDENT DATA

Contractor acknowledges that student data is protected by both federal and state law. *See* Wis. Stat. § 118.125; 20 U.S.C. § 1232g(b); 34 C.F.R. § 99.1 *et seq.* If MPS determines that Contractor has disclosed any student record information in violation of either federal or state law, without prejudice to any other rights or remedies the MPS may have, MPS shall be entitled to immediately terminate this and every other existing Contract without further liability. Moreover, MPS may bar Contractor from future MPS contracts for varying periods up to and including permanent debarment.

26. NON-DISCLOSURE

Absent prior written consent of the person listed in Section 3 or his/her designee, Contractor shall not: (1) disclose, publish, or disseminate any information, not a matter of public record, that is received by reason of this Contract, regardless of whether the Contractor is or is not under contract at the time of the disclosure; or (2) disclose, publish, or disseminate any information developed for MPS under this Contract. Contractor agrees to take all reasonable precautions to prevent any unauthorized use, disclosure, publication, or dissemination of the same information.

All information and any derivatives thereof, whether created by MPS or Contractor under this Contract remains the property of MPS and no license or other rights to such information is granted or implied hereby. For purposes of this Contract, "derivatives" shall mean: (i) for copyrightable or copyrighted material, any translation, abridgment, revision, or other form in which an existing work may be recast, transformed, or adapted; and (ii) for patentable or patented material, any improvement thereon.

Within ten business days of the earlier of receipt of MPS' written or oral request, or final payment, Contractor will return all documents, records, and copies thereof it obtained during the development of the work product covered by this Contract.

27. MPS LOGO/PUBLICITY

No Contractor shall use the MPS Logo in its literature or issue a press release about the subject of this Contract without prior written notice to and written approval of MPS's Executive Director of Communications & Outreach.

28. ORDER OF PRIORITY

Should Contractor and MPS sign Contractor's Contract in addition to this Contract, the terms set forth in this Contract shall govern in the event of a conflict.

29. PUBLIC RECORDS

Both parties understand that the Board is bound by the Wisconsin Public Records Law, and as such, all of the terms of this Contract are subject to and conditioned on the provisions of Wis. Stat. § 19.21, *et seq.* Contractor acknowledges that it is

obligated to assist the Board in retaining and producing records that are subject to Wisconsin Public Records Law, and that the failure to do so shall constitute a material breach of this Contract, and that the Contractor must defend and hold the Board harmless from liability under the law. Except as otherwise authorized, those records shall be maintained for a period of seven years after receipt of final payment under this Contract.

30. CONTRACT COMPLIANCE REQUIREMENT

The HUB requirement on this Contract is 0%. The paid student employment requirement of this Contract is 0 hours. The student career awareness requirement for this Contract is 0 hours. Failure to achieve these requirements may result in the application of some or all of the sanctions set forth in Administrative Policy 3.10, which is hereby incorporated by reference.

IN WITNESS WHEREOF, the parties here to have executed this Contract on the day, month and year first above written.

CONTRACTOR (Vendor #: V0000001537)

MILWAUKEE BOARD OF SCHOOL DIRECTORS

By: _____
Authorized Representative

By: _____
Janine Adamczyk
Director, Procurement & Risk Management

Date: _____

Date: _____

Hazard, Young, Attea & Associates
909 W Euclid Ave., #926
Arlington Heights, IL 60006
(715) 891-1816

By: _____
Eduardo Galvan
Interim Superintendent of Schools

Date: _____

SSN / FEIN: XXXXXXXXXX

Budget Code: BOE-0-0-BSD-B1-ECTS

By: _____
Marva Herndon, President
Milwaukee Board of School Directors

Date: _____

Reviewed by Insurance Compliance:

By: _____

Date: _____

Reviewed by Contract Compliance:

By: *Jacquina Cohen*

Date: 08.16.2024



Milwaukee Public Schools

June 27, 2024

SUPERINTENDENT
SEARCH PROPOSAL

Attachment A



June 27, 2024

Dear Adria D. Maddaleni, Chief Human Resources Officer and the Milwaukee Public Schools Board of Education,

Thank you for the opportunity to share this proposal overview of the services that Hazard, Young, Attea & Associates (HYA) can provide to the Milwaukee Public Schools in your search for a new superintendent. Why is HYA exceptional amongst educational search firms? We believe it is due to the following factors:

NATIONAL REACH – LOCAL KNOWLEDGE We have conducted over 1,600 searches and are represented by Associates throughout Wisconsin, the Midwest and the nation. HYA has assisted Boards with successful selections in searches with student enrollment ranging from less than 500 to over 640,000 students. Dr. Mike Richie and Dr. Pat Neudecke led all of the Wisconsin searches listed below and they will be on the HYA search team leading the Milwaukee Public Schools superintendent search. They will also be joined by the HYA Chief Operating Officer Nanci Perez and HYA Associate Carlton Jenkins, retired superintendent from the Madison Metropolitan School District.

Recent Wisconsin searches led by Mike Richie and/or Pat Neudecker:

Racine Unified School District	School District of Janesville
Verona Area School District	School District of Fond Du Lac
Menomonee Falls School District	Cedarburg School District
Whitewater School District	New Richmond School District
Monroe School District	Unified School District of De Pere
Green Bay Area School District	Watertown School District
Neenah Joint School District	Port Washington-Saukville School district

In addition members of this HYA team have conducted the following out of state searches:

Memphis Shelby County (TN)	Prince George's County (MD)
Atlanta Public Schools (GA)	Los Angeles USD (CA)
San Francisco USD (CA)	Fort Worth ISD (TX)
Lincoln Public Schools (NE)	Pueblo No. 60 School District (CO)
Ann Arbor Public Schools (MI)	Littleton Public Schools (CO)
Aurora Public Schools (CO)	Oxford Community Schools (MI)
Midland Public Schools (MI)	South Sioux City (NE)

THE BOARD PORTAL: Communication and organization are critical to successful searches. Our web-based delivery system gives the Board anytime, anywhere access to all documents regarding the search. Whether through a tablet, smartphone, laptop, or desktop computer, the Board and the search Associates have confidential access to all information associated with the search in an organized, transparent, and timely manner. You will see all of the applications.

Attachment A

RESEARCH-BASED COMMUNITY ENGAGEMENT: HYA's community engagement process and online survey employ research-based approaches to identifying the goals, needs, and priorities of the school system along with the desired characteristics of its next leader. The survey was developed based on research on effective leadership.

MORE THAN A BACKGROUND CHECK – EXECUTIVE DUE DILIGENCE: HYA's comprehensive and expanded background checks are completed by independent third-party investigators and include an executive summary allowing for an analysis of findings, not simply dozens of articles and documents for Board members to read.

Our proposal, which follows, gives an overview of a prototypical search, but please know that HYA customizes each search to the District's and Board's specific needs and wishes.

Sincerely,

A handwritten signature in blue ink that reads "Mike Richie".

Dr. Mike Richie, HYA Vice President and Chief Associate Executive Search
Email: mikerichie@hyasearch.com / Cell: 715-891-1816

Attachment A

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Attachment A

Overview of the firm and rationale for interest in working with the Milwaukee Public Schools.

Hazard, Young, Attea and Associates, (HYA) proposes to assist the Milwaukee Public Schools in a **national search** for talented and highly qualified candidates for the position of Superintendent of Schools. This document serves to clearly follow and outline the specific services, deliverables and costs proposed. This proposal gives an overview of a prototypical search, but please know that HYA customizes each search to the District's and Board's specific needs and wishes.

Why HYA - Rationale for Interest in working with the Milwaukee Public Schools.

1. **It's important for students:** HYA believes that every child has the right to a quality education. Recruiting, developing, and retaining great leaders is essential to improving your district's student outcomes.
2. **We work for you:** Leading a school district is difficult. We are with you every step of the way in your customized national search for great leadership.
3. **We save you time:** HYA has a technological infrastructure, a fully staffed back office as well as web based delivery systems so you can have access at your fingertips.
4. **A firm you can trust:** According to market research, HYA completes the most searches and has the lowest turnover rates (of placed candidates) of any of our competitors.
5. **Interest in working with Milwaukee Public Schools:** This HYA search team of Dr. Richie, Dr. Neudecker, Dr. Perez and Dr. Jenkins is confident that we will deliver a deep slate of talented candidates to the Board based on our record of leading numerous successful searches. We understand the needs of the Milwaukee Public Schools, the financial and DPI situation that the district is facing, the educational landscape in Wisconsin, and we realize what it takes to be a successful superintendent.

Executive Summary

HYA takes a collaborative, research-based approach to the superintendent search process. We match the right leader with the goals and priorities of your school system and community.

Search Process

The HYA Search process includes four phases: Engage, Recruit, Select, and Transition. The search begins with a planning meeting with the Board to organize the search and create a calendar for completion. The search will engage stakeholders via interviews, focus groups, and surveys to inform the development of the *Milwaukee Public Schools District Leadership Profile Report*. The Profile Report describes the strengths and challenges of your district as well as descriptions of desirable characteristics for your new superintendent. The profile is presented to the Board and once approved, placed on the district webpage and the HYA website. The profile becomes a recruitment and screening tool for candidates. It will also serve as a detailed road map for your new superintendent.

Recruitment and Solicitation

Recruitment begins immediately by placing the job posting and position description on the HYA, state and district websites and social media platforms. It is important to note that HYA's website lists ALL superintendent positions regardless of the firm contracted for the search. This brings tremendous traffic to the site from across the nation. Additional national advertising is also available and will be discussed at the planning meeting. Recruitment takes place throughout the search process as Associates make personal contacts with desirable candidates by utilizing the

Attachment A

HYA network across all 50 states. HYA also maintains a strong relationship with professional associations supporting minority professionals and candidates of color. A candidate database from previous searches is also used by Associates to recruit recent job candidates.

Selection of Qualified Candidates

Materials to be included in the application are determined by the Board in the planning meeting. Board Members will have access to all application materials within hours of submission through Frontline, via a confidential and secure web based Board Portal. Associates review all applications and screen and interview ALL candidates to determine the best fit for the Milwaukee Public Schools based on the information and criteria called for in the Leadership Profile. Once all screening interviews are completed, Associates will create a slate of (usually) 6-10 best fit candidates. The slate will be presented to the Board so they can select 6-8 candidates for first-round interviews. Candidates not chosen for the slate will also be discussed and may be added at the Board's request. The Associates will assist the Milwaukee Public Schools with arrangements for first and final round interviews, support in creating interview questions, can solicit compensation package information, and can assist with planning and hosting community forums for finalists.

Communication

Associates will communicate with one designated Board Member to prevent open meeting violations. All information can be shared with the full Board following the district communication protocols. Timely communication to all Board Members is provided throughout the search process through the Board Portal. Board Members will have access to the Portal 24/7 and will be able to review all of the candidates application materials. Deliverables are described in the proposal. Additionally, Associates work closely with the Administrative Assistant for communication and arranging details for community sessions. The work-load for the district staff is minimal.

Assurance of Required Service

HYA's reputation and references speak for the quality of work provided and satisfaction of past searches. The Associates on this search have strong professional reputations and contacts throughout Wisconsin, and across the country. Experience in recent searches ensures connections with a vast network of potential applicants for this position.

Post-appointment Services

HYA knows how critical the transition phase is for success and longevity. Our transition phase includes an infrastructure, the Transition Dashboard, for the new superintendent to:

- Communicate what they have learned throughout the search process;
- Document specific actions they will take during the transition period;
- Align communication and define school quality based on the priorities of the Board and community stakeholders;
- Provide benchmarks to measure progress.

The transition dashboard is provided at no additional charge through the transition period and includes consulting support for the plan. The transition period is July 1, 2025 through December 31, 2025 or the first six months from when the Superintendent begins his/her position. At the

Attachment A

conclusion of the transition phase, HYA offers the following optional services to be considered by the Board and if desired, paid for by the Board. Descriptions of optional services are included in the Appendix. These services include:

- Strategic Dashboard for tracking progress and communicating success
- Executive Coaching
 - Two one-hour virtual sessions per month
 - Behavior assessment
 - Alignment to Transition Dashboard (if selected)
 - Emergency support 24/7
- Board Governance Training
- Superintendent Evaluation Facilitation

Challenges to a Successful Search

First and foremost, a trusting relationship between the Board and the HYA Associates is essential for a successful search. Associates are mindful of the professionalism required throughout the search and when representing the Board to the community. Additionally, the Associates are unwavering in their belief that this is the Board's search and will do everything possible to create and conduct a search according to the Board's specifications.

Our current local and national climate has brought challenges for communities, superintendents and Boards which can have an impact on searches. Differing community values and beliefs, and a growing shortage of superintendent candidates can create turmoil and impact searches. Associates are well aware of contemporary educational issues and approach each search in a collaborative and inclusive way to gain an understanding of the specific community being served. No challenge is insurmountable.

HYA Associates work as your ambassadors, particularly in the Community Engagement Phase, but also as we interact with candidates for the position. HYA excels at navigating complex dynamics, listening and validating constituent voice while promoting the strengths and capabilities of the District with candidates. We hope the Milwaukee Public Schools' Board has an opportunity to speak with their colleagues from other large urban systems as a validation of our work.

Firm History and Experience which demonstrates understanding of services needed and experience in providing such services to districts of similar size.

HYA was established in 1987 and is one of the oldest and largest search firms in the nation, having assisted more than 1,600 School Boards select exceptionally talented leadership. Presently, our firm is represented by 130+ Associates located across the country to conveniently serve clients and are uniquely qualified to bring local and national perspectives, knowledge, experience, and connections to each search. The student enrollment in districts HYA has served, ranges from less than 500 to over 640,000 students and 94% of the superintendents we place stay in their position for more than three years.

HYA currently averages 80+ searches per year. This large quantity of searches puts our firm at a competitive advantage as our Associates are in more frequent contact with potential applicants. Many candidates are not actively seeking employment opportunities but are known to Associates

Attachment A

and can be recruited when an appropriate position arises.

HYA is a national search firm that specializes in recruiting and developing leaders, strategic planning, as well as measuring outcomes. HYA is known nationally for recruiting and placing highly qualified superintendents and other executive leaders in the educational field. Recruiting, developing, and retaining great leaders is essential to improving your district's student outcomes. HYA takes a collaborative, research-based approach to the superintendent search process. We match the right leader with the goals and priorities of your school system and community.

HYA Associates bring extensive executive search experience and broad educational backgrounds to its practice. Through continuing involvement in school and university work, Associates are aware of current educational issues and have strong relationships with leaders and opinion-makers in administrative leadership and management.

HYA has been committed to engaging a diverse cadre of associates ever since it was established in 1987. Currently 35% of HYA associates are persons of color, half are women, and HYA is woman owned keeping our core belief at the center of all our consulting work. HYA Associates build and invest in one another, and advise the firm and one another on best practices, research, and policy. HYA is fortunate to have the nation's top equity education professionals currently assisting schools across the nation. HYA Associates are a part of emerging best practice, giving us the knowledge to ask deep questions of candidates about their experience implementing programs that address opportunity and achievement gaps as well as improving student outcomes.

HYA is committed to and proud of the diversity of candidates hired with its assistance, including individuals – both male and female – of varied racial, ethnic, cultural, and religious backgrounds. One of our Emeritus Associates was the founder of NABSE (National Alliance of Black School Educators) and many current HYA Associates are members.

We understand the specific scope of work to ensure a successful search process.

Previous Placements in Large Districts

The large quantity of searches our firm conducts per year puts us at a competitive advantage. Within the last three years, HYA has been notably contracted by Racine, WI; Prince George's County, MD; Memphis Shelby County, TN; Aurora, CO; Lincoln, NE; Iowa Association of School Boards, IA; Pueblo, CO; Ann Arbor, MI; Fort Worth ISD, TX; San Francisco, CA; Los Angeles USD, CA; Seattle, WA; Portland, OR; Montgomery County, MA; and the American Association of School Superintendents (AASA) to name a few. In fact, HYA has conducted searches for 72% of the member districts of the Council of Great City Schools representing the largest districts in the country. This search volume places our firm and its Associates in more frequent contact with potential candidates qualified for large urban systems, many of whom may not be actively seeking employment but are then known to the Associates and can thus be recruited when an appropriate position arises. Please see our website for a more detailed list of recent HYA searches: <https://hyasearch.com/mediatoolkit/>

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Project Team - names, titles, contact information, of key individuals who would support this process. A short project-relevant bio Bios of each team member is included in the appendix of this document.



Dr. Mike Richie
HYA Vice President
715-891-1816
mikerichie@hyasearch.com



Dr. Pat Neudecker
HYA Senior Associate
262-751-3228
patneudecker@hyasearch.com



Dr. Nanci Perez
HYA Chief Operating Officer
847-250-7825
nanciperez@hyasearch.com



Dr. Carlton Jenkins
HYA Associate
404-317-0038
carltonjenkins@hyasearch.com

Dr. Mike Richie, HYA Vice President, will serve as the Lead Associate on this search. In the past six years, Richie has led over 30 HYA searches across the Midwest and is often requested by school districts to lead their search. All of the fulltime superintendents that Richie has placed continue to serve in the district in which they were hired.

Dr. Pat Neudecker, HYA Senior Associate and past AASA President, Neudecker has led numerous searches over the past 12 years.

Nanci Perez, HYA Chief Operating Officer, Perez has led large urban School District Searches across the US.


Dr. Carlton Jenkins, HYA Associate and retired superintendent from the Madison Metropolitan School District.

Daneyelle Martell, serves as project manager and can be reached at 847.250.7493 and daneyellemartell@hyasearch.com. HYA has professionally staffed offices, a technological infrastructure, and a staff of full-time employees that is a valuable resource to school districts.

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Proposed Work Plan - Methods used to work with the Board of Education and other key individuals within the hiring process and proposed timeline.

SIGNATURE SEARCH PROCESS

 <p>Engage 3 - 4 Weeks</p>	<ul style="list-style-type: none"> • Conduct a planning meeting with the Board, which will detail the timeline and steps of the search process and provide advice/assistance to the board • Complete individual Board Member interviews • Conduct focus groups/community forums to gather input from constituent groups • Post the on-line research-based community engagement survey with national norms <p><i>All information gathered in the Engage Phase will help create the District Leadership Profile Report which will identify goals, needs, and priorities of the school system to help better match a candidate's skills with the needs of the district and give valuable information to the new leader on day one of employment to set goals and priorities.</i></p>
 <p>Recruit 6 - 8 Weeks</p>	<ul style="list-style-type: none"> • Draft a position description to use for advertising • Prepare and place advertisements as selected and authorized by the Board • Recruit candidates utilizing local and national networks • Correspond with candidates regarding the search process and timeline • Screen ALL candidates using the Leadership Profile Report and Desired Characteristics • Conduct initial reference checks • Identify best qualified candidates • Prepare selected slate of candidates for Board consideration (number of candidates to be determined by the Board)
 <p>Select 3 - 4 Weeks</p>	<ul style="list-style-type: none"> • Present slate of candidates to the Board • Conduct informal background checks with social media searches and reference checks • Co-ordinate interviews for the Board with selected semi-finalists • Co-ordinate the "Day in the District" for finalists • Provide QR codes and feedback forms for the community to provide input for finalists • Create a matrix to evaluate candidates based on priorities determined by the Board • Facilitate Board discussion to narrow the candidate pool after each round of interviews (<i>The Board's decision to hire/not hire a candidate is at the sole discretion of the Board</i>) • Coordinate and provide third-party, independent investigative background check(s) of candidates as selected by the Board
 <p>Transition Varies</p>	<ul style="list-style-type: none"> • Analyze compensation package/assist Board to determine salary • Communicate with all unsuccessful candidates at the close of the search • Hold a debriefing meeting with the new superintendent and Board regarding information learned throughout the search process • Transition Dashboard, for the new superintendent to document specific actions they will take during the transition period (first six months included in base fee) • Offer other transition services to be considered by the Board and if desired <ul style="list-style-type: none"> ○ These services include Comprehensive First Year Support, Executive Coaching, Board Governance Training, Superintendent Evaluation, Strategic Planning and Community Engagement Surveys

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Community Engagement

HYA will weigh heavily on community engagement to understand the organization. Individual interviews and focus groups are scheduled in order to learn about the strengths and challenges of the district as well as the desired characteristics of the new superintendent. Our key stakeholder groups will include but are not limited to: high school students, parents, certified staff, support staff, administrators, School Board Members, business partners, other businesses, civic groups, district residents, booster clubs, PTO's, and any other individual, groups or organizations that the Milwaukee Public Schools' Board identifies and wishes to include. These sessions will be both in person and by Zoom, which will allow for maximum participation. Concurrently, a research based, on-line survey solicits input from six disaggregate groups as determined by the Board. Data from the interviews and the survey inform the creation of the District Leadership Profile Report, which becomes a public document once accepted by the Board. This report includes essential information the Board will use in the selection process and the new leader can use day one of employment.

Board Portal

Communication and organization are critical to successful searches. HYA uses web-based delivery systems that give our clients anytime, anywhere access to all documents regarding the search. Whether through a tablet, smart phone, laptop or desktop computer, the Board and search Associates have access to all information associated with the search in an organized and confidential, password protected Board Portal. Items are organized by the search phase under the following six tabs. Example items included are listed below:

Home	Propose	Engage
<ul style="list-style-type: none"> • Search Team Members • Board Updates • Zoom Links • Board Planning Summary • Summary Notes • Search Timeline 	<ul style="list-style-type: none"> • RFP • Proposal • Presentation • Signed Letter of Agreement 	<ul style="list-style-type: none"> • Summary Survey • Open Ended Survey Questions • District Leadership Profile Report • Profile Report Presentation • Focus Group Schedule
Recruit	Select	Transition Services Available
<ul style="list-style-type: none"> • Job Postings • All Candidate Application Materials and Resume / CV • Slate Presentation 	<ul style="list-style-type: none"> • Interview Schedule • Day in the District Schedule • Tier 1 -2 -3 Document • Interview Questions • Google Forms (Day in the District Feedback) • Feedback Responses Document • Candidate Presentations • Delphi Technique • Screening Tool • Interview Rubrics 	<ul style="list-style-type: none"> • Comprehensive First Year Support • Executive Coaching • Board Governance • Board Goal Setting • Superintendent Evaluation • Strategic Planning • Community Engagement • Transition Dashboard

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Recruitment and Longevity

HYA uses a myriad of recruiting techniques to ensure all potential candidates are reached. HYA clients know that they are getting immediate exposure through the HYA Active Searches page and its Candidate Profile System: over 6,000 active cabinet level leaders have a profile with HYA that allows us query candidates based on your desired characteristics to notify them that they are a match for the position. HYA also provides analytics on your job postings including how many views your job has received during a specific period of time, the average amount of time your posting was viewed, etc. No other firm has the infrastructure to provide this data to their clients.

Part of recruitment is reference checking and it is one of the most important tasks in the search process. While contacting references listed by the candidate is a necessary step, it is not sufficient as most candidates will provide references that will provide only highly favorable comments. HYA Associates conduct confidential reference calls to obtain deep insight on any candidate. Given our network of Associates and many professional relationships, it is likely that we know someone who either knows the candidate directly or knows someone who knows the candidate. These references often provide confidential, hard-to-obtain information about the candidate that is invaluable in determining whether to recommend the candidate.

Finally, approximately 75% of candidates selected for superintendentcies were specifically recruited by HYA for that district and may not have considered the position without our contact and communication. We are not a firm that just advertises and accepts applications. Aggressive recruitment and our network is what separates HYA from our competitors. HYA's success is about people: our Associates, their extensive contacts, and the Boards we assist. We build relationships with each new search, expanding our reach and our record of success.

Diversity and Recruitment Statistics

In partnership with school boards across the nation, HYA's recruitment processes seek to eliminate barriers, challenge systemic bias, and promote practices that result in more inclusive leadership. HYA does not place superintendents nor do we decide who the Board interviews; we recruit candidates that are a match with the District's Leadership Profile. Thus, the strengths of leaders we've recruited differ drastically from district to district. A successful placement exists when there is a strong partnership between board members and fidelity to the Leadership Profile that collectively the Board and community creates. Successful placements are also measured by our client's (the Board's) satisfaction. We collect satisfaction data after every search. HYA enjoys a 9.4 average out of 10 of all respondents.

Non-traditional Candidates

HYA is networked beyond K-12 public education. We do searches for higher education, park districts, libraries, education agencies, associations, and state departments. Our executive coaches have clients in the military sector. If a client specifically wants to look at non-traditional candidates, which is an anomaly, we actively work with these networks, in addition to local business and chamber organizations. Furthermore, over 26,000 individuals subscribe to our newsletter from all sectors and are alerted to all opportunities.

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Slate Diversity

HYA brings a diverse field to every board. We do not believe that “if you post it, they will come,” and thus we aggressively recruit candidates of color and women from across the nation. In fact one of our distinguishing differences from other search firms is that we use our vast network of associates to recruit candidates. In addition, our Associates lead the Urban Superintendent’s Academy for AASA (The American Association of School Administrators) in partnership with their posts at Howard University (East Coast) and Southern California University (West Coast). HYA is proud of the diversity of candidates hired with its assistance, including individuals of varied gender, race, ethnicity, culture, and religious background. HYA commits to identifying, supporting, and placing school and district leaders of color and gender who have long been historically underrepresented in these posts. Biographies of recently placed Superintendents of color can be found on our website: <https://hyasearch.com/superintendentsearch/>

Advertising

During our Board planning meeting, we will discuss where the Board would like to advertise. Keep in mind all HYA searches are advertised on the HYA Active Searches webpage and social media accounts, Facebook, LinkedIn, Instagram and Twitter. The HYA Active Searches webpage averages 25,000 views per month and is a clickable list that leads its viewers to a separate page fully dedicated to your search.

We will always recommend advertising within your state. Most state associations provide advertising opportunities for administrative positions. In Wisconsin, we advertise in the WI School Leadership Center (WSLC Career Center). In addition, you may choose to advertise in bordering state associations as well. For a full national search you may want to consider advertising in the following: AASA (American Association of School Administrators), Ed Week, ASCD (Association for Supervision and Curriculum Development), ALAS (Association of Latino Administrators and Superintendents) and NABSE (National Alliance of Black School Educators).

Use of District Staff

Staff involvement would not be expected to be extensive beyond providing contact information and scheduling interviews and focus groups for identified constituents, identifying facilities to be used during the process, placing the link on the district website for surveying stakeholders, inviting public participation, scheduling and notifying stakeholder groups of the online survey, and acting as a liaison during the search process. The search team communicates regularly with the district’s Administrative Assistant in the superintendent’s office. If the district has a communications person, they are also an asset during the search process.

Confidentiality

HYA is committed to ensuring the confidentiality that is crucial for building and maintaining trust, protecting privacy, and ensuring the integrity of sensitive information for the duration of the search process. Applicant information remains confidential until five (5) or fewer candidates are named as finalists. At that time, the finalist names become public and HYA Associates will assist the Board with final interviews. Information on all candidates is available to the Board throughout the search process through the password protected Board Portal.

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TENTATIVE SCHEDULE FOR MILWAUKEE PUBLIC SCHOOLS SUPERINTENDENT SEARCH	
Dates	Activity
August, 2024	The HYA Team will meet with the Milwaukee Public Schools' Board to plan the search and determine the process, finalize timeline, etc.
Early September, 2024	Individual interviews with Board members (Zoom/phone)
Late-September through Mid-October, 2024	Stakeholder interviews/focus groups/forums.
Late-September, 2024	Open survey to all stakeholders
Early October, 2024	Close survey
October 15 through November 30, 2024	Post Position on HYA site and other sources. Network with other HYA Associates Advertising and marketing. Accepting applications and recruiting
Ongoing as HYA receives applications	HYA screening interviews/vetting
Late October, 2024	Presentation of District Leadership Profile Report
Early December, 2024	Presentation of Slate to Board
Mid-December, 2024	Board first round interviews Board meets to identify semi-finalists
Mid-January, 2025	Finalists Day in the District
Late January, 2025	Board conducts final interview(s)
Late January, 2025	HYA third party background check
Mid-February, 2025	Superintendent's hiring approved and announced
July 1, 2025	Superintendent contract formally begins

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Milwaukee Public Schools Superintendent Search Price Proposal - Maximum Total Search Cost	
HYA Search Fee: <u>includes</u> HYA's normed referenced researched survey	\$67,500
Travel: Costs for HYA Associates to travel to district for meetings, focus groups, forums, town halls and interviews	\$7,500 (not to exceed)
Advertising: The Board determines what type of advertising they want. HYA has designed extended advertising packages to maximize exposure for the vacancy. The Board will choose the package that best suits their needs. Advertising on the HYA website, National Association of School Superintendents (NASS) newsletter and social media pages are included in the base fee.	
Optional Services Available if Selected by Board	
Wisconsin School Leadership Center (WSLC): Online for 30 days	State of WI Advertising (\$467)
Two HYA Group Ads in Ed Week's print publication Online listing on EdWeek's Top School Jobs for 30 days and Showcased on the homepages for EdWeek and Top School Jobs for 7 days Online listing on AASA for 30 days with Online Spotlight/Preferred Features updates	National Advertising (\$3,400)
Association of Latino Administrators and Superintendents (ALAS) for 6 weeks online, push on ALAS apps National Alliance of Black School Educators (NABSE) for 30 days	ALAS/NABSE Advertising (\$520)
Comprehensive Third Party Background Check: Background checks/Executive Due Diligence Services, are typically conducted on the lone finalist, as selected by the Board. The comprehensive cost from a third-party professional firm (per candidate) includes the following: <i>Personal Profile Summary</i> <i>Social Security Trace</i> <i>County Criminal Record History</i> <i>Federal Criminal Record History</i> <i>County Civil Record History</i> <i>Department of Motor Vehicles License Information</i> <i>Education (Degree) Verification</i> <i>Credit Report</i> <i>Investigation of all Aliases Identified within Past Seven Years</i> <i>Investigation of all Jurisdictions of Residence, Education, and Employment within Past Seven Years</i> <i>University and Academic Program Accreditation</i> <i>National Criminal Record History</i> <i>National Sex Offender Search</i> <i>News Media Review / Social Media Review</i>	\$1,100 to \$1,950
Fee is due in two installments:	
<ul style="list-style-type: none"> • 50% will be invoiced upon execution of the contract/agreement • 50% will be invoiced upon presentation of the slate 	

Attachment A

Recent Wisconsin, out of state and large district searches led by Associates on this specific HYA team that will lead the Milwaukee Public Schools search.

REFERENCES		
School District	Reference	Contact Information
Racine Unified School District, WI	Jane Barbian, Board President	Phone: 262-732-4063 Email: jane.barbian@rusd.org
Littleton Public Schools, CO	Angela Christensen, Board President	Phone: 720-341-2197 Email: achristensenboe@lps.k12.co.us
Port Washington-Saukville School District, WI	Brenda Fritsch, Past Board President	Phone: 262-483-4048
Pueblo No. 60 School District, CO	Sue Pannunzio, Board President	Phone: 719-821-0272 Email: susan.pannunzioboer@pueblod60.org
De Pere Unified School District, WI	Dave Youngquist, Past Board President	Phone: 920-716-5834
Verona Area School District, WI	Meredith Christensen, Board President	Phone: 608-848-6637 Email: christem@verona.k12.wi.us
School District of Janesville, WI	Greg Ardrey, Board Member	Phone: 608-201-2160 Email: gardrey@janesville.k12.wi.us

LARGE URBAN SCHOOL DISTRICT REFERENCES		
School District	Reference	Contact Information
Aurora Public Schools, CO (39,000 Students)	Anne Keke, Board President	Phone: 720-939-0654 Email: anne.keke@aurorak12.org
Lincoln Public Schools, NE (42,000 Students)	Connie Duncan, Past Board President	Phone: 402-419-0070
Prince George's County, MD (131,646 Students)	Erica Berry Wilson, Chief of Staff	Email: ebwilson1@co.pg.md.us
Memphis Shelby County, TN (110,780 Students)	Althea Greene, Board President	Email: greenae@scsk12.org
Atlanta Public Schools, GA (50,000 Students)	Erica Mitchell, Board President	Email: Erika.Mitchell@atlanta.k12.ga.us
Los Angeles USD, CA (640,000 Students)	Kelly Gonez , Board District 6	Email: kelly.gonez@lausd.net
San Francisco USD, CA (50,000 Students)	Jenny Lam, Board President	Email: jennylam@sfusd.edu
Fort Worth ISD, TX (75,000 Students)	Tobi Jackson, Board District 2	Email: tobi.jackson@fortworthsparc.org

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Additional Information

Arbitration and Litigation

Hazard, Young, Attea & Associates is not currently, nor ever has been, involved in litigation or arbitration with any of its clients in our 30+ years in business.

Bankruptcy

Hazard, Young, Attea & Associates has never filed for reorganization or bankruptcy. HYA does not use subcontractors aside from an independent, third-party investigative firm to conduct due diligence background checks. The company, Baker-Eubanks, LLC, is a minority owned firm based in Durham, North Carolina.

Acknowledgement of Potential Second Round of Assessment

The Board will have access to all candidate materials via a confidential Board Portal. Candidates not chosen for the slate will also be discussed and may be added at the Board's request. HYA will assist the Board until they have found the appropriate candidate for the position. If there is a need to slate additional candidates these search activities will be provided at no extra cost. HYA Associates assists the Board with the entire search process including all rounds of interviews and will be present for interviews if requested by the Board. Associates will assist the Board in developing a list of interview questions specific to the Milwaukee Public Schools. They will also provide a screening tool to help narrow the applicant pool throughout all interview rounds and ultimately select the final candidate.

HYA is willing to participate in all onsite meetings as requested by the Board. Any extra travel and or additional days in the district above and beyond what is set in this proposal may incur additional costs to the Board.

Proven History and Experience

The proposed HYA search team for the Milwaukee Public Schools search has a reputation of success not only in Wisconsin, but also across the US. Our recruiting process is structured to take the time needed to find the right candidate. If for some reason the candidate pool does not yield the right match for your district, we will continue to recruit and provide another slate for the Board's consideration. Approximately 75% of candidates selected for superintendent positions were specifically recruited for that district and may not have considered the position without our contact and communication.

Creation of a Diverse Candidate Pool

HYA Associates always work to provide a slate of candidates that is representative of the student demographic in the school district. Associates will recruit candidates that specifically match attributes and desired characteristics identified in the District Leadership Profile Report.

HYA commits to identifying, supporting, and placing school and district leaders of color and gender who have long been historically underrepresented in these posts. Candidates we slate regardless of race, ethnicity, gender, or sexual preference must have recent, relevant, and demonstrated experience in successfully addressing opportunity gaps, leading with an equity lens, and advancing equity initiatives.

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HYA Associates are actively working with districts across the nation on equity initiatives and are a part of creating emerging best practices. This gives us the knowledge to ask deep questions of candidates about their experience implementing programs that address opportunity and achievement gaps as well as improving student outcomes. More information about our firm's equity work can be accessed at hyasearch.com/equity-and-inclusion/. HYA is proud of the diversity of candidates hired with its assistance, including individuals of varied gender, race, ethnicity, culture, and religious background. HYA commits to identifying, supporting, and placing school and district leaders of color and gender who have long been historically underrepresented in these posts.

Client-Satisfaction

If the superintendent departs from the position during the first year under any circumstances professional or personal, or within two (2) years, if the majority of the Board is still in place and departure is due to dissatisfaction and not personal or familial reasons, HYA will recruit new candidates for the Board at no additional cost with the exception of travel, advertising and due diligence expenses. A full 94% of all superintendents we have placed in the last ten years have completed at least the full term of their first contract (usually three years).

Fixed Price

Throughout the search process the Associates will be available to counsel with the Board about the search. The consultants will assist the Board until the Board determines it has found the appropriate candidate for the position.

Price Match

HYA will consider matching the price of any competitive bid as long as the bid is for a comparable level of services and support (both time and process).

APPENDIX

The APPENDIX pages of this proposal include the following documents:

1. Biography - Dr. Mike Richie
2. Biography - Dr. Pat Neudecker
3. Biography - Dr. Nanci Perez
4. Biography - Dr. Carlton Jenkins
5. Reference Letter - Littleton Public Schools, CO
6. Reference Letter - Whitewater, WI
7. Reference Letter - Oxford, MI
8. Reference Letter - Port Washington, WI
9. HYA Customer Satisfaction Article
10. Select HYA Superintendent Search History (2017-2022)
11. Transition Services
12. Certificate of Liability Insurance