

**GLENBROOK HIGH SCHOOLS**  
**Office of the Superintendent**  
**Glenview - Northbrook, Illinois**

To: District 225 Board of Education  
From: Charles Johns  
Re: Selection of Principal Search Firm  
Date: October 2, 2021

Background

The district received proposals from five separate firms with experience in leading processes to select school principals and superintendents. A committee of a board member, administrators, staff (including union representation), and a parent met with the five search firms. Jason Markey led the process. Each firm was interviewed by the committee and evaluated on a number of objectives. Based on the written proposals submitted and interviews conducted, we feel that Ray and Associates, Inc. has the required expertise, resources, and network to conduct a successful process and is the firm that will best serve the needs of Glenbrook South High School.

Timeline

- 9/20/21  
Create interview schedule
- 9/21/21  
Determine stakeholders on the committee - confirm with each
- 9/21/21  
Create criteria feedback form and interview questions to share with the committee
- 9/22/21  
Schedule search firms  
Email invite sent to select time slots on 9/22/21
- 9/24/21  
Complete interviews and debrief
- 10/4/21  
Meet with Dr. Johns to discuss the summary of meetings and advise on a recommendation per the committee's feedback.

Recommendation

It is the recommendation of the administration that Ray and Associates, Inc. be hired to assist the district in the selection of the next principal of Glenbrook South High School.

Proposals Received

<u>Consultant</u>	<u>Quoted Fee</u>
BWP and Associates	\$12,900 + Expenses
HYA	\$14,500
McPherson & Jacobson	\$18,000 + Excluding Travel
School Exec. Connect	\$12,500 + Expenses not to exceed \$1,500
Ray and Associates, Inc.	\$11,000 + Expenses