



Fountain Valley School District

BOARD OF TRUSTEES
SPECIAL MEETING

A G E N D A

10055 Slater Avenue
Fountain Valley, CA 92708

November 29, 2021

- CALL TO ORDER: 6:00PM
- ROLL CALL
- APPROVAL OF AGENDA

M _____
 2nd _____
 V _____

- PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

1. PRESENTATION FROM EXECUTIVE SEARCH FIRM LEADERSHIP ASSOCIATES

Dennis Smith and Peggy Lynch from Leadership Associates will share with the Board of Trustees their proposal for executive search services as the Board of Trustees seeks to hire a new superintendent for the Fountain Valley School District.

PUBLIC COMMENTS

Members of the community and staff are welcome to address the Board of Trustees on any item listed on the Agenda of Business or any other item of specific concern. If a member of the audience requests a response to their comments, the Board of Trustees may ask the Superintendent/Staff to respond to them in writing after the meeting, or direct that additional information be provided to the Board on a future agenda.

In order to address the Board of Trustees, please comply with the procedures listed on the goldenrod form, *For Persons Wishing to Address the Board of Trustees* and give the form to the Executive Assistant.

***** BOARD MEMBERS WHO WISH TO DISCUSS WITH STAFF ANY ITEMS LISTED UNDER LEGISLATIVE SESSION SHOULD INFORM THE BOARD PRESIDENT AT THIS TIME. *****

LEGISLATIVE SESSION

Our mission is to promote a foundation for academic excellence, mastery of basic skills, responsible citizenship, and a desire by students to achieve their highest potential through a partnership with home and community.

2. SERVICE AGREEMENT WITH LEADERSHIP ASSOCIATES

M _____
2nd _____
V _____

Leadership Associates is an executive search firm dedicated to supporting school board and other educational organizations in their selection of superintendents and executive leaders.

Superintendent’s Recommendation: It is recommended that the Board of Trustees approves the service agreement with Leadership Associates to conduct a superintendent search.

STUDY SESSION

3. SUPERINTENDENT SEARCH PROCESS (DISCUSSION)

The Board of Trustees will meet with Leadership Associates search firm advisors to discuss the following:

1. Overview of search process
2. Board / search firm protocols during the search
3. Discussion of online survey
4. Board recommendation regarding community and staff groups to participate in input sessions with Leadership Associates Consultants
5. Timeline for the search
6. Board input regarding desired qualities and characteristics of new superintendent

• **CLOSED SESSION**

The Board of Trustees will retire into Closed Session to address the following:

- Personnel Matters: *Government Code 54957 and 54957.1*
Appointment/Assignment/Promotion of employees; employee discipline/dismissal/release; evaluation of employee performance; complaints/charges against an employee; other personnel matters.
- Pupil Personnel: *Education Code 35146*
- Negotiations: *Government Code 54957.6*
Update and review of negotiations with the FVEA and CSEA Bargaining Units with the Board’s designated representative, Cathie Abdel.
- Threat to Public Safety or Facilities: *Government Code 54956.5*
- Consultation with Assistant Superintendent, Personnel, Assistant Superintendent, Business Services and Assistant Superintendent, Educational Services: *Government Code 54956.5*
- Public Employee Appointment/Discussion: *Government Code 54957*

Position: Superintendent

- **REPORT OUT OF CLOSED SESSION**
The Board President will report out on action taken, if any.
- **APPROVAL TO ADJOURN**

**The annual organizational meeting of the Fountain Valley School District
Board of Trustees is on Thursday, December 16, 2021 at 6:30PM.**

A copy of the Board Meeting agenda is posted on the District's web site (www.fvsd.us). Materials related to this agenda submitted to the Board of Trustees less than 72 hours prior to the meeting are available for public inspection by contacting the Superintendent's Office at luccheser@fvsd.us or calling 714.843.3255 during normal business hours.

Reasonable Accommodation for any Individual with a Disability: Any individual with a disability who requires reasonable accommodation to participate in a board meeting may request assistance by contacting the Superintendent's Office at luccheser@fvsd.us or calling 714.843.3255.

Board meeting of November 29, 2021



Fountain Valley School District
Superintendent's Office

MEMORANDUM

TO: Board of Trustees
FROM: Mark Johnson, Ed.D., Superintendent
SUBJECT: **PRESENTATION FROM EXECUTIVE SEARCH FIRM
LEADERSHIP ASSOCIATES**
DATE: November 22, 2021

Background:

Dennis Smith and Peggy Lynch from Leadership Associates will share with the Board of Trustees their proposal for executive search services as the Board of Trustees seeks to hire a new superintendent for the Fountain Valley School District.

Board meeting of November 29, 2021



Fountain Valley School District
Superintendent's Office

MEMORANDUM

TO: Board of Trustees
FROM: Mark Johnson, Ed.D., Superintendent
SUBJECT: **SERVICE AGREEMENT WITH LEADERSHIP ASSOCIATES**
DATE: November 22, 2021

Background:

Leadership Associates is an executive search firm dedicated to supporting school board and other educational organizations in their selection of superintendents and executive leaders.

Recommendation:

It is recommended that the Board of Trustees approves the service agreement with Leadership Associates to conduct a superintendent search.



SERVICES AGREEMENT

LEADERSHIP ASSOCIATES
www.leadershipassociates.org
3905 State Street #7-407
Santa Barbara, CA 93105
(805) 364-2775

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made this **29th day of November, 2021** between LEADERSHIP ASSOCIATES, hereinafter called the Contractor, and **FOUNTAIN VALLEY SCHOOL DISTRICT**, hereinafter called the District.

The Contractor agrees to perform services for the District as follows:

The Contractor will conduct a Superintendent search, as delineated in the attached Summary of Services.

The District agrees to pay the Contractor **TWENTY-THREE THOUSAND, FIVE HUNDRED DOLLARS (\$23,500)** for services provided. Payment is to take place in two increments: **(1) \$11,750** upon completion of stakeholder input, and **(2), \$11,750** upon selection of a finalist. The Contractor will submit invoices to the District for each of the payment increments. Payments are due within 30 days of receipt of invoice. Additional cost for reimbursement of Advertisement Expenses not to exceed \$560.

Remittance payable/forwarded to: Leadership Associates
Attn: Betty Hall
449 W. Foothill Blvd., #427
Glendora, CA 91741

The Contractor is to perform the above services beginning November 30, 2021.

Contractor agrees to hold harmless and indemnify the District, its officers, agents, and employees with respect to all damages, costs, expenses or claims, in law or in equity, arising or asserted because of injuries to or death of person or damage to, destruction, loss, or theft of property arising out of faulty performance of the services to be performed by Contractor hereunder.

It is expressly understood and agreed to by both parties hereto that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent, or employee of the aforesaid District. Either party may terminate this agreement by providing the other party with ten (10) days written notice. Upon such termination, fees will be determined on a pro rata basis.

Leadership Associates does not participate in a California public pension system. Leadership Associates and the District understand that the work/services provided should not be considered creditable toward the STRS earnings limit as the work is not normally performed by employees of the District and requires less than 24 months (496 business days). REF. CA Education Code § 26135.7 (2014)

CONTRACTOR:
LEADERSHIP ASSOCIATES
Taxpayer ID#: 68-0383653

DISTRICT:
FOUNTAIN VALLEY SCHOOL DISTRICT

By: *Dennis Smith*

By: _____

Name: Dennis Smith, Ed.D.

Name: _____

Title: Lead Consultant

Title: _____

Date: November 29, 2021

Date: _____

FEE AND SUMMARY OF SERVICES

**FOUNTAIN VALLEY SCHOOL DISTRICT
SUPERINTENDENT SEARCH**

I. * FEE TO CONDUCT SEARCH: \$23,500

The search fee includes:

- All expenses incurred by consultants
- All consultations with the Board
- Development and posting of the position description announcing the position
- Acceptance of applications and responding to all inquiries regarding the position
- Recruitment of candidates and extensive background checks
- Gathering of community and staff input and providing Board with a written report, including online survey
- Coordination of logistics of the search:
 - scheduling appointments
 - notification of unsuccessful candidates
 - scheduling community verification process
- Assisting in the development of interview questions and supporting the Board with the interview process
- Assisting the Board's administrative assistant throughout the process with templates, scheduling of input sessions, checklists, online postings, and sample agenda language
- Acting as an advisor to the Board of Education
- Assisting the new superintendent and Board through transition and community verification process, if conducted

* Does not include reimbursement of advertisement expenses, not to exceed \$560; to be reimbursed upon presentation of receipt

II. GUARANTEE

- Should the new superintendent leave within one year, Leadership Associates will conduct a new search at no cost except for travel and advertising expenses, provided the Board majority remains the same.

Board meeting of November 29, 2021



Fountain Valley School District
Superintendent's Office

MEMORANDUM

TO: Board of Trustees
FROM: Mark Johnson, Ed.D., Superintendent
SUBJECT: **SUPERINTENDENT SEARCH PROCESS (DISCUSSION)**
DATE: November 22, 2021

Background:

The Board of Trustees will meet with Leadership Associates search firm advisors to discuss the following:

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2. Board / search firm protocols during the search
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