

# SUPERINTENDENT SEARCH FOR THE



## GOVERNING BOARD

Christopher Trunkey, President

Paul De La Cerda

Julie Olsen

David Powell

Judy Umeck

December 22, 2017

**CONFIDENTIALITY, INCLUSIVENESS, TRANSPARENCY**



PRESENTED BY: THE COSCA GROUP

4751 MANGELS BLVD

FAIRFIELD, CA 94534

707-646-2846

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## **TCG Leadership Development Corporation**

December 22, 2017

Saugus Union School District  
Christopher Trunkey, Board of Education, President  
24930 Avenue Stanford  
Santa Clarita, CA 91355

Dear Mr. Trunkey and Members of the Board of Education:

Thank you for the opportunity to be considered as the firm to assist in the selection of your new Superintendent. As you are keenly aware, the selection of a Superintendent to lead your District is one of the most significant actions that you will take as a Board of Education. The Cosca Group is ready and eager to work with you in this important endeavor.

The Cosca Group represents over 30 partners and associate partners, which represent a diversity of major educational leaders with experience in a range of districts from 1,500 to 57,000 California students. We believe that we are the only firm whose members provide such an extensive statewide and national recruitment base, a vital element of any successful search process. Because of this extensive network of colleagues, our superintendent searches attract a great number of qualified applicants within the state and on the national level. Collectively, our individual members have engaged in dozens of searches throughout California. We are proud of the fact that The Cosca Group has been successful in making lasting matching relationships between Superintendents and districts in the Superintendent searches that we have conducted.

Mr. Joel Shapiro, Ms. Pat Puleo and Dr. Jan Britz will be the search consultants, if the Board selects The Cosca Group. As indicated in the attached information about them, you will notice that they have extensive experience with Boards as Superintendents, consultants working with Boards, and leaders of administrative organizations. Because of this experience, they are regarded as experts in the areas of Board/Superintendent relations and school district governance. It would be an honor to work with your district in finding the candidates who will continue to meet the district's philosophy that all students should have equal access to a quality education and to foster continuous improvement for all students.

A major aspect of our process includes the involvement of the various district stakeholders in determining the unique needs of the District. This outreach effort, in past searches, has been inclusive and truly representative of the unique nature of each community and is intended to build support for the Board, District, and new Superintendent. Based on that determination, The Cosca Group, because of its wide variety of expertise in all phases of school district leadership, will work with the Governing Board in the selection of a new Superintendent and in developing effective supportive working relationships designed to best meet the needs of students, employees and the community.

The Cosca Group believes that the selection of the new Superintendent is the most critical decision you will make. Selecting the right firm to assist you in the decision is the all important first step. What are the critical elements you should consider in selecting the firm?

- Longevity of TCG placed superintendents
- Our fee is all inclusive
- Board members can count on strong TCG communications throughout the process
- A wide breadth of qualified candidates results from TCG's extensive network of partners
- TCG provides a workshop for Board and new superintendent at no extra cost
- TCG supports the new superintendent for one year of mentoring at no extra cost
- TCG guarantees the new superintendent selection for the first year. If needed, a new search will be conducted for expenses only

We look forward to the opportunity to present our proposal to you and your Board and then working with you in this most important endeavor. If you have any questions, please contact Mr. Shapiro at (626) 497-5059 or Ms. Puleo at (714) 318-1826 or Dr. Britz at (805) 796-9772. Thank you for your consideration.

Sincerely,



Frank A. Cosca, Jr., Ed.D.  
President  
The Cosca Group



Steve Goldstone, Ed.D.  
Chairman of the Board  
The Cosca Group

# THE COSCA GROUP PROFILE

## WHO WE ARE

The Cosca Group was founded in 2000 and has been involved in over 100 searches. We are composed of 28 partners, two emeritus and six associates who are located throughout key areas of the north, south and central areas of the state. While our focus is on Superintendents searches we have been involved in other cabinet and site level leadership searches.

Who is The Cosca Group?

- Our partners successfully led geographically and culturally diverse school systems across California including small, suburban and urban school districts.
- All of our partners and associates have strong networks both within the state and on the national level.
- Many of our partners are bi-lingual in Spanish.
- Our partners and associates have held leadership roles in Association of California School Administrators (President and Executive Director), California School Boards Association, American Association of School Administrators, California Association of School Business Officials, and California Coalition for Adequate School Housing, California Small Schools Association, California Association of Latino Superintendents, and California Association of Bilingual Educators.
- Many of our partners and associates teach or have taught graduate courses in Educational Leadership, School Finance and other specialties within the field of school Administration.
- Three of our partners have been California Superintendents of the Year and moved on for national recognition.
- Many of our partners and associates have received awards from educational and civic organizations, one of our partners was recognized by ACSA with the prestigious “Marcus Foster” award.
- Due to our strong performance, Boards have selected The Cosca Group for subsequent searches.
- Partners have held leadership positions in the Western Association of Schools and Colleges and chaired visitations in California, Hawaii, Pacific Islands and Asia.

# SEARCH CONSULTANT BIOGRAPHIES

## **Joel Shapiro**

Joel Shapiro has served as a professional educator for 42 years. Mr. Shapiro received his B.A. at Rutgers University and M.A. at California State University Northridge. He served as a teacher in the Lancaster School District and the Glendale Unified School District. In Glendale he also held the following positions: middle school assistant principal, elementary principal at two schools, middle school principal, coordinator of professional development, and director of curriculum and instruction. After 28 years in Glendale, he served as assistant superintendent and deputy superintendent in the Burbank Unified School District. He then served as superintendent in the South Pasadena Unified School District for four and one-half years, retiring in 2014.

Mr. Shapiro has been involved in leadership positions in regional and statewide organizations to advance teaching and learning. He was chair of the Curriculum, Instruction and Accountability Committee for a region of the Association of California School Administrators, also serving on the state council. He served on the Board of Directors of the California Staff Development Council. He was a member of the Superintendent's Advisory Group for EdLeader 21, a national network of school districts committed to promoting 21<sup>st</sup> century learning for all students. He was also a charter member of the Board of Directors of the Burbank Arts Education Foundation. He has received honors from ACSA, chambers of commerce and community organizations, as well as parent organizations.

Mr. Shapiro has been an adjunct professor at Occidental College and California State University Northridge. He currently provides training and executive coaching to school districts through Pivot Learning Partners.

## **Pat Puleo**

Pat Puleo has had a comprehensive career in education. She served as Director of Education Programs, University Extended Education, at California State University, Fullerton, for six years. As part of that responsibility, she led outreach efforts, on behalf of the university, in several districts throughout Southern California in the areas of district program development, evaluation, curriculum and instruction, grant evaluation, support to underperforming schools, and administrator mentoring. Prior to her tenure at CSUF, Pat was the Director of Education Services in the Fullerton School District, principal, and coordinator of special programs. She has distinguished herself throughout her career as evidenced by her being recognized as Administer of the Year in Orange County during her tenure as principal and received the Outstanding Service the University Award from the College of Human Development and Community Service, CSUF, in 2000. She has been working as a private consultant for ten years in district strategic planning, instruction, curriculum, evaluation, and mentoring throughout California.

## **Jan Britz, Ed.D.**

Dr. Jan Britz has served as an educator for over 40 years. Prior to retiring in 2015 as Superintendent of Burbank Unified School District, she served as the Assistant Superintendent of Instruction there. She also served as Director of Human Resources in South Pasadena Unified School District. As a resident of Simi Valley, she worked in Simi Valley Unified School District for 23 years as a teacher, assistant principal and principal of a junior high school, middle school, and high school.

Dr. Britz received a B.A. degree from Eastern Michigan University, a M.S. and M.A. degree from California State University, Northridge, and a Doctoral of Education from USC.

Dr. Britz also served as an adjunct professor at California Lutheran University, Moorpark Community College and California State University, Northridge. In addition, she has taught Leadership workshops and classes at professional conferences and colleges. Jan has been recognized with awards for her work as an administrator from ACSA and others from Ventura County, as well as community groups and parent organizations.

# Overview of Proposed Search and Selection Process for Superintendent

*The following “tentative” process will be modified as a result of discussion with and preferences of the Governing Board. Timelines are only examples and are subject to change depending on the wishes of the Board.*

## **Preliminary Phase:**

- ❖ Meet with the Board to adjust/modify/approve the Search and Selection Process and the accompanying proposed timeline.

## **Phase I:**

- ❖ Meet with the Board and identify the District’s strengths and needs/critical issues. Based on those strengths and needs/critical issues, identify the characteristics desired in the new Superintendent. The Board will also identify groups and individuals representing community members, students, parents, teachers, classified employees, administrators, etc. to provide input to TCG. Discuss customized strategies to engage all representative communities within the District, including non-English-proficient constituents in the process.
- ❖ Meet with the identified groups and individuals and receive input (English and Spanish) regarding the District’s strengths and needs/critical issues. Based on that information, input will be received regarding the characteristics desired in the new Superintendent.
- ❖ Provide a survey instrument to be placed on the District’s website for input from the District and community.
- ❖ Meet with the Board to examine the information obtained from group, individual meetings, and the online survey. The Board will reexamine and prioritize its own lists of strengths, needs/critical issues, and characteristics. Using the data, TCG will create a profile and criteria and submit an electronic brochure to the Board to be used to advertise the position.
- ❖ Advertise in publications such as the EdCal newspaper, CASBO, EdJoin, and other publications of the Board’s preference. TCG will disseminate recruitment materials and vacancy announcements, and correspond with experts in the field for nominations of potential candidates. All thirty-five TCG principal and associate members will actively recruit candidates who best characterize the ideal candidates for the District.
- ❖ Provide a status report to the Board.

## **Phase II:**

- ❖ Maintain all applicant files and communicate with applicants regarding the status of their files.
- ❖ Continue to proactively identify and recruit outstanding candidates who have not applied.
- ❖ Screen all materials from all applicants. Extensive reference checks will be conducted through a process of telephone conversations, appraisal of materials, and preliminary references.

- ❖ Create a panel of experts in school district administration to screen and identify the most qualified applicants. Material will be developed which will describe and assess the finalists.
- ❖ Provide, for individual Board member review, all applicant files.
- ❖ TCG will provide a status report to the Board that will include a summary of qualifications of each of the candidates, and those recommended for interview. The Board will approve candidates selected for interviews.

**Phase III:**

- ❖ Schedule interviews, to be conducted in closed session, with the agreed upon finalists and the Governing Board.
- ❖ Schedule and assist with a second set of interviews of the top candidate(s).
- ❖ A closed session with the Governing Board will be scheduled and TCG will assist, if requested, in the identification and confirmation of the finalist.

**Phase IV:**

- ❖ A site visitation to the district of the top candidate will be recommended, arranged and conducted if requested.
- ❖ In closed session, coordinate the actual selection of the successful candidate by the Governing Board.
- ❖ Assist the Board, if requested, to negotiate an employment contract based upon a current compensation study we will provide.
- ❖ If so desired, assist the Board in announcing the new Superintendent of Schools for the District.

**Phase V:**

During the following twelve months, TCG will:

- ❖ Provide a workshop for the Board and new superintendent at no additional cost.
- ❖ Provide ongoing, on-call, mentoring for twelve months from both retired and active superintendents to the newly selected superintendent at no additional cost.

**Phase VI: (Optional)**

- ❖ For an additional fee, The Cosca Group will be available to the Board and Superintendent for additional consultation service that could include goal setting, evaluations, Board-Superintendent relations, role and functions of the Superintendent and the Board, etc.

# TENTATIVE TIMELINE FOR RECRUITMENT AND SELECTION PROCESS

ACTIVITY	DESCRIPTION	TIME TO COMPLETE	ESTIMATED DATES
Phase I—Pre Recruitment	<ul style="list-style-type: none"> <li>Meet with Board to review, modify and approve recruitment/ selection process and to have Board members identify District strengths, issues and desired characteristics of Superintendent</li> </ul>	One week	Jan. 17-23, 2018
Phase I—Pre Recruitment (cont.)	<ul style="list-style-type: none"> <li>TCG meets with employee and stakeholder groups identified by the Board to identify district strengths, issues and desired characteristics of Superintendent. A written report of these meetings will be presented to the Board</li> </ul>	Approx. 10 days	Jan. 24 – Feb. 2, 2018
Phase I—Pre Recruitment (cont.)	<ul style="list-style-type: none"> <li>Provides the Board with information obtained from stakeholder meetings and the online survey and facilitates the Board’s identification of the District’s strength’s, needs/critical issues and characteristics desired in the new Superintendent.</li> </ul>	One week - Board holds special meeting	Feb. 5 – 9, 2018
Phase I—Pre Recruitment (cont.)	<ul style="list-style-type: none"> <li>TCG prepares electronic brochure that includes a District profile, District strengths, issues and desired characteristics of Superintendent and application information and deadlines. Board approves brochure and application materials.</li> </ul>	One week	By Feb. 16, 2017

ACTIVITY	DESCRIPTION	TIME TO COMPLETE	ESTIMATED DATES
Phase II—Recruitment by TCG	<ul style="list-style-type: none"> <li>• Electronic brochure distributed to California school districts, potential candidates, and to national organizations</li> <li>• Ads placed in EdCal, CASBO, EdJoin, educational publications, etc.</li> <li>• TCG members actively recruit candidates</li> <li>• Continual status reports to Board</li> </ul>	Six weeks	Feb. 19 – March 30, 2018 <u>March 30 is application deadline.</u>
Phase III—Selection of Applicants for Interviews	<ul style="list-style-type: none"> <li>• TCG screens all applicants</li> <li>• Initial reference checks conducted by TCG</li> <li>• Panel convened to identify most qualified candidates</li> <li>• Provide an opportunity for Board members to review the applications of all applicants.</li> <li>• Thorough reference checks completed on the most qualified candidates</li> <li>• TCG prepares summary of qualifications, background material, etc. for Board review</li> </ul>	One week	April 4-10, 2018
Phase III—Selection of Applicants for Interviews (cont.)	<ul style="list-style-type: none"> <li>• Board reviews all application materials and background information of applicants and our recommendations for interviews</li> <li>• The Board selects candidates for interviews at Special Board meeting</li> <li>• TCG develops preliminary list of questions for Board review and approval</li> </ul>	One week	April 4-10, 2018 Closed session Board meeting on April 10

ACTIVITY	DESCRIPTION	TIME TO COMPLETE	ESTIMATED DATES
Phase IV—The Interview Process	<ul style="list-style-type: none"> <li>• Interview dates and process selected by Board</li> <li>• TCG contacts and schedules interviews of Board selected candidates</li> </ul>	N/A	By April 13, 2018
Phase IV—The Interview Process (cont.)	<ul style="list-style-type: none"> <li>• Board conducts initial interview of selected candidates in Closed Session</li> <li>• Board selects candidates for final interview</li> </ul>	TBD	April 20, 2018
Phase IV—The Interview Process	<ul style="list-style-type: none"> <li>• Board conducts interview of final candidate(s) in Closed Session</li> </ul> <p>Board selects final candidate</p>	N/A	April 22, 2018
Phase V – Appointment of the Superintendent	<ul style="list-style-type: none"> <li>• Board makes a site visit to selected candidate’s district</li> <li>• TCG completes Compensation Study of districts selected by the Board</li> <li>• TCG assists with contract development with Board, candidate, and District’s legal counsel</li> </ul>	Up to 2 weeks	
Phase V—Appointment of the Superintendent	<ul style="list-style-type: none"> <li>• Board approves District Superintendent employment agreement at regular Board meeting</li> <li>• Superintendent begins employment</li> </ul>	TBD	<p>May 15, 2018</p> <p>July 1, 2018</p>
Phase VI—Post Appointment Services from TCG	<ul style="list-style-type: none"> <li>• Workshop with Board and new superintendent</li> <li>• On-going mentoring for 12 months for new Superintendent, as requested</li> </ul>	12 months	<p>TBD</p> <p>July 1, 2018- June 30, 2019</p>

# **COST ANALYSIS**

## **Saugus Union School District**

### **Superintendent Search 2018**

**TOTAL FEE OF \$27,744.00 IS ALL INCLUSIVE AND INCLUDES ALL THE FOLLOWING:**

- All expenses of the consultants
- All meetings with community at all input sessions
- Provide Board with written report of all input sessions
- Provide Board with results of online survey
- All meetings with the Board
- All clerical expenses
- Development of Electronic Brochure for the position
- All advertising in state and national sources
- Background checks of all final candidates
- Scheduling of all interviews, notifications to all candidates, and assistance with the community visit of the successful candidate
- Preparation of a list of interview questions for the Board to review and decide what questions you want to use
- Provide the Board with guidance throughout the process
- Provide for one year of mentoring for the new superintendent
- Transitional meeting with Board and the new superintendent

# COPY OF CONTRACT

## Saugus Union School District And The Cosca Group

### AGREEMENT

THIS AGREEMENT made and entered into this     day of     , by Saugus Union School District, a political subdivision of the State of California (hereinafter "DISTRICT") and The Cosca Group, (hereinafter, "CONSULTANT").

#### I.

The DISTRICT desires to retain a CONSULTANT to perform special services for the search and recruitment of the superintendent.

#### II.

CONSULTANT is specially trained, experienced and competent to perform such special services and render such advice.

#### III.

1. CONSULTANT, upon notice to proceed from the DISTRICT, shall provide to the DISTRICT such special services and advice more particularly set forth in the Proposal, [pages 3-8](#) hereto, which is incorporated by reference herein. CONSULTANT and DISTRICT both agree to be bound by all of the terms and conditions set forth in said Exhibit "A".
2. In consideration of the foregoing, DISTRICT shall pay CONSULTANT A FEE NOT TO EXCEED \$27,744. CONSULTANT shall invoice DISTRICT in three installments as follows:
  - (1)\$9,248.00 at the time of the development and presentation of the profile.
  - (2)\$9,248.00 at the presentation of a slate of final candidates.
  - (3)\$9,248.00 at the appointment of the new superintendent.

In addition, if the DISTRICT chooses an upgraded brochure the CONSULTANT will bill the DISTRICT for the actual and necessary expenses of said brochure, to be invoiced separately.

Terms of payment shall be net 45 days.

3. CONSULTANT shall well and faithfully perform each and all of the obligations set forth in the Agreement. CONSULTANT shall at all times be deemed an independent contractor, and neither the CONSULTANT nor any of its employees shall be considered employees of the DISTRICT for any purpose.
4. At all times, CONSULTANT shall work in cooperation with, and pursuant to the direction of the Superintendent of the DISTRICT, or the Superintendent's designee.

5. The DISTRICT shall have the right to terminate this Agreement at any time upon fifteen (15) calendar days' prior written notice. Should the Agreement be terminated, the DISTRICT shall be responsible for payment related to all services provided by the CONSULTANT up to the point of termination.

WHEREFORE, the parties have executed this Agreement on the date first above written:

FOR: Saugus Union School District

Dated: By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

FOR: THE COSCA GROUP

Dated: By: \_\_\_\_\_  
Representative, The Cosca Group

Dated: By: \_\_\_\_\_  
Representative, The Cosca Group

2290 La Mer Court  
Costa Mesa, California 92627

Federal I.D. Number: 33-0972414

# REFERENCES



## NOVATO UNIFIED SCHOOL DISTRICT

1015 SEVENTH ST. • NOVATO, CALIFORNIA 94945 • TEL: (415) 897-4201 • FAX: (415) 898-5790

**Thomas Cooper**  
**Board President**  
(415) 897-4211  
FAX: (415) 897-4221

June 24, 2011

To Whom It May Concern:

It is an honor to write a letter of recommendation on behalf of Dr.'s David Brown and Steve Goldstone of The Cosca Group. We recently completed a successful search for a new superintendent of The Novato Unified School District. Our Board of Trustees contracted with the Cosca Group after a series of interviews of various firms. Not only do Dave and Steve have extensive experience as Superintendents, but they possess many of the skills we believed important to conduct our search; they are professional, organized and focused.

They began the process by holding several meetings with the Board to determine what our needs and goals were, followed by a series of meetings with various interest groups, including: administrative staff, teachers, classified staff and community groups. Various members of these groups have since noted how impressed they were with the professionalism exhibited by our search firm.

As a result of their diligent and conscientious work, our Board was presented with a pool of very qualified candidates. They very effectively facilitated the interview process, as well as guided us through contract negotiations. Ultimately, we have gained an outstanding superintendent.

It is without any hesitation that I recommend The Cosca Group.

Regards,

A handwritten signature in cursive script that reads "Thomas M. Cooper".

Thomas Cooper  
President, Novato School Board of Trustees



March 10, 2014

To Whom It May Concern:

The South Pasadena Unified School District's Board of Education has twice engaged The Cosca Group in the hiring process of a superintendent. The first time was four and a half years ago and the second time is reaching completion with our new superintendent commencing his duties in two weeks time. As Board President on both occasions I have been extremely pleased with both searches for a variety of reasons. Most importantly in both cases we have been immensely pleased with our final choice of superintendent. Four years ago we chose Mr. Joel Shapiro, formerly of Glendale USD and Burbank USD. He has demonstrated over the past four and a half years the precise leadership skills our District and community needed. Unfortunately Joel has had some health problems and needed to retire earlier than anticipated, necessitating another search. Although our upcoming Superintendent, Dr. Geoff Yantz, has not officially begun his time with us, the entire Board could not be more excited and pleased with our choice.

There was no question in mind of which search firm to hire for this second round. Previous to these searches we utilized two other prominent search firms which did not result in a positive outcome. We had a limited number of applicants to choose from that were ultimately not successful. The Cosca Group becomes very personally invested in the searches in a way that the other firms did not. In both searches Dr. Frank Cosca and Dr. Steve Goldstone were our consultants. They came to know Board members, our staff and the community and thus our culture, priorities and needs with amazing depth in a short period of time via meetings with all stakeholders. They are passionate about education and the importance of getting the right superintendent/district match for the sake of students and staff.

I certainly hope we will not be doing another search process in the near future, but if and when we do, I would utilize The Cosca Group in the blink of an eye. They have earned my loyalty and trust.

Please feel free to contact me should you have specific questions regarding our experience with The Cosca Group. (626-375-8140, [eeilers@fc.spusd.net](mailto:eeilers@fc.spusd.net))

Sincerely,

Elisabeth C. Eilers, MA, MS, MFT

Board President

1020 EL CENTRO STREET • SOUTH PASADENA, CALIFORNIA 91030 • (626) 441-5810, EXT. 1100 • FAX (626) 441-5815  
SOUTH PASADENA HIGH SCHOOL • SOUTH PASADENA MIDDLE SCHOOL • ARROYO VISTA ELEMENTARY SCHOOL  
MARENGO ELEMENTARY SCHOOL • MONTEREY HILLS ELEMENTARY SCHOOL



## TAMALPAIS UNION HIGH SCHOOL DISTRICT

P.O. Box 605 - Larkspur, CA 94977 - (415) 945-1000 - Fax (415) 945-1026 - [www.tamdistrict.org](http://www.tamdistrict.org)  
*Redwood, San Andreas, Sir Francis Drake, Tamalpais and Tamiscal High Schools*

December 2, 2015

Dr. Steve Goldstone  
4751 Mangels Boulevard  
Fairfield, CA 94534

To Whom It May Concern,

On behalf of the Tamalpais Union High School District, based on our recent Superintendent search, I am pleased to recommend Dr. Steve Goldstone and Dr. Frank Cosca, of The Cosca Group. As Board President, I worked closely with them throughout a four-month process and feel they went above-and-beyond in their efforts to find a Superintendent that would be a good match for our district.

Our district was experiencing a degree of volatility at the time and the Board was looking for a search firm who would bring a high degree of transparency to the search process. We had a community who wanted to be genuinely included in the process as much as possible. The Cosca Group was very successful in bringing the voice of our staff, parents and students into this very important decision making process as well as creating an atmosphere of openness which was appreciated by all of our stakeholders.

In addition to collecting 212 online surveys, Dr. Goldstone and Dr. Cosca held over 47 stakeholder group meetings and forums throughout our district over a two-week time period and spoke directly to over 325 individuals. They collated all of the information and guided us through a process that helped our Board create a "hiring profile" which then set the criteria by which all of the candidates were evaluated.

As Board President I appreciated their constant updates, good communication skills, and willingness to share their in-depth experiences with school leadership as they conducted a very thorough search. They understood the needs of the Board as well as the community and made sure that we found the right fit for our district.

This is one of the most important decisions that we as elected officials will ever make on behalf of our district. It was a pleasure to work with this passionate team of professionals and to be confident that they were looking out for the well being of the District and the Board at every step.

If you have any question, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Cindy McCauley". The signature is written in a cursive style with a large, looped "y" at the end.

Cindy McCauley  
Board President  
415-531-5731 (personal cell phone)



## San Lorenzo Unified School District

BOARD OF EDUCATION  
Norman D. Fobert, President  
Dr. Helen K. Foster, Vice President/Clerk  
Penny Peck  
Isabel Polvorosa  
Helen T. Randall

SUPERINTENDENT  
Dr. Fred Brill

ASSISTANT SUPERINTENDENT  
Lowell Shira, Ph.D., Business Services  
Michael Martinez, Human Resources

October 8, 2013

Steve Goldstone, Ed.D.  
The Cosca Group  
6404751 Mangels Boulevard  
Fairfield, CA 94534

Dear Steve,

On behalf of the Board of Education and the San Lorenzo Unified School District, I am taking this opportunity to thank you and David Brown for the efforts and services you provided in our recruiting and hiring a new Superintendent. The time-line was condensed due to the timing of our previous superintendent's announcement of his retirement. The assurances of Dr. Cosca and his assignment of the two of you to our search assured the board that it could be successfully accomplished.

The Cosca Group provided the last search for this district five years ago and this is my fourth experience being involved in a search for a new superintendent. At least three board current members experienced working with Cosca Group, and used your service to us as a benchmark by which to measure the proposals we reviewed in determining which consultant might provide these services this time. You provided the most flexible, cost effective and comprehensive approach to guiding the Board of Education through this process of due diligence. We, and our community, were again pleased with the flexibility and professional manner in which you conducted the stakeholder input sessions. Employees, community members, the various organizations and the board all felt they were given an opportunity to provide input. You were particularly adept at explaining and focusing attention on the positive selection criteria and process. While you provided recommendations, we feel as though you honored our process and decision-making model.

We thank you for your attentions to detail, your open and useful advice, your patience in answering questions and offering recommendations, and finally for your ability to work with us and our chosen candidate in negotiating a fair and equitable employment agreement. We are very pleased with the level of comfort we felt working with you and David Brown, and with the professional services you provided us in this important, difficult and timely undertaking.

Sincerely,

Norman D. Fobert  
Board, President



MALAGA COVE  
ADMINISTRATION  
CENTER

375 Via Almar  
Palos Verdes Estates  
California 90274-1277  
(310) 378-9966  
www.pvpusd.net

Donald B. Austin, Ed.D.  
Superintendent  
of Schools

Board of Education

Erin G. LaMonte  
President

Larry Vanden Bos  
Vice President

Malcolm S. Sharp  
Clerk

Anthony Collatos  
Member

Barbara Lucky  
Member

Department Extensions  
and FAX Numbers

Superintendent, x 404  
(310) 378-0732 (FAX)

Business Services, x 418  
(310) 375-4140 (FAX)

Educational Services, x 163  
(310) 791-2919 (FAX)

Human Resources, x 417  
(310) 791-2948 (FAX)

Student Services, x 551  
(310) 378-1971 (FAX)

# Palos Verdes Peninsula Unified School District

September 29, 2014

To Whom It May Concern,

I would like to share my experience with the Cosca Group and highly recommend their services. The Cosca Group and I have worked together on several occasions, and I have found them to be approachable, mentoring, experienced, and organized.

In 2006, as part of a nation-wide search for the principal position of Laguna Beach High School, I first met the Cosca Group. The circumstances leading to the vacancy were politically charged and the District was dealing with an engaged community with a great deal of anxiety. The Cosca Group found me in Riverside and guided me throughout the process, ultimately resulting in a highly-successful relationship with the Laguna Beach community and School District.

The Cosca Group followed my career and recently recruited me for the position of Superintendent of Schools for the Palos Verdes Peninsula Unified School District. This is arguably one of the most complex positions in California and requires a deep understanding of the community and stakeholders. Initially unsure of my desire to make such a life-changing move, the Cosca Group maintained consistent contact and clearly outlined the position. Once involved in the process, they were exceedingly assessable and willing to spend an enormous amount of time helping me to understand the desired attributes of the Board of Education.

I was impressed that the Cosca Group had detailed information about my career, including accomplishments and bumps in the road. There was no doubt that they did their homework and thoroughly vetted me as a candidate. I was also thankful that they recruited me due to my specific skill-set and believed I was a match for this position. While they had numerous searches over the past few years, they waited until a position was truly a match to contact me.

Since my selection as Superintendent, the contact has not ceased. In fact, I receive consistent calls to check on my progress, problem-solve, and to connect me with other successful peers. My experience with the Cosca Group has been nothing less than exceptional. It would be a pleasure to serve as a reference on the Cosca Group's behalf.

Sincerely,

Donald B. Austin  
Superintendent of Schools  
(949) 243-5580

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# PARTIAL LIST OF SEARCHES

Baldy View Regional Occupational Program	Bonita Unified School District (2)
Chino Valley Unified School District	Culver City Unified School District
Delhi Unified School District	Desert Sands Unified School District
Eastside Union School District	El Rancho Unified School District
El Segundo City Police Department	Escondido Union School District
Fillmore Unified School District	Hayward Unified School District
Hermosa Beach City School District	Huntington Beach City School District
Keppel Union School District	King City Unified School District
Laguna Beach Unified School District	Livermore Valley Joint Unified School District
Lytle Creek Development Partners	Madera Unified School District
Monrovia Unified School District	Monterey-Peninsula Unified School District
Moreno Valley Unified School District	Morgan Hill Unified School District
Mountain View-Whisman School District	National City School District
Novato Unified School District	Ocean View School District
Orange Unified School District	Palos Verdes Peninsula Unified School District
Paradise Unified School District	Redondo Beach Unified School District
Rialto Unified School District	Rocklin Unified School District
Saint Helena Unified School District	San Bernardino Unified School District
San Gabriel Unified School District (2)	San Lorenzo Unified School District (2)
Santee School District	Silver Valley Unified School District
South Pasadena Unified School District	Sweetwater Union High School District
Sulphur Springs School District	Tahoe Truckee Unified School District
Tamalpais Union High School District	University of Southern California
Vista Unified School District	Washington Unified School District (2)
Washington Union School District	Waugh School District
Windsor Unified School District	Wiseburn School District
Woodland Joint Unified School District (2)	Yosemite Unified School District