

The
Educational Services Commission
of New Jersey's



SUPERINTENDENT
search
SERVICE



*The most important decision boards of
education make for student achievement*

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DEAR BOARD OF EDUCATION MEMBERS:

Hiring a new Superintendent of Schools is the most important decision boards of education make.

The right selection benefits students academically, attracts superior staff, strengthens a district's reputation, and can even result in higher property values.

By the same token, the wrong choice can negatively impact student achievement, demoralize staff, and diminish a district's reputation as a desirable community to live in and raise a family.

Regardless of the outcome, identifying candidates and hiring a superintendent is a complex and time-consuming endeavor. To support board members in this critical function, I invite you to consider using our Superintendent Search Service, another shared service offered through the Educational Services Commission of New Jersey (ESCNJ), (formerly the Middlesex Regional Educational Services Commission).

Over nearly 40 years, the ESCNJ has established a strong reputation for providing a range of quality support services to boards of education statewide. Our ESCNJ Superintendent Search Service consultants are seasoned administrators with impeccable credentials. All consultants are well versed in the guidelines pertaining to the appropriate role board of education members and superintendents can play in the search and hiring of a candidate. Moreover, ESCNJ's consultants have a thorough understanding of past and current issues contributing to the unique challenges New Jersey school districts face when hiring superintendents.

The ESCNJ is committed to supporting boards of education in identifying and hiring outstanding superintendents. I encourage you to review this brochure to learn more about our Superintendent Search Service on behalf of the students and taxpayers of New Jersey.

Sincerely,

Dale Caldwell

President,

Educational Services Commission of New Jersey

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PERSONALIZED SUPERINTENDENT SEARCH PLANS INCLUDE:

- An online application form.
- Coordination of local and national job postings.
- Establishing interview protocols, and creating an interview score sheet.
- Providing monthly progress reports.
- Prescreening potential candidates, including discrete background checks.
- Strategic use of social media for identifying superior candidates nationwide.
- A complete list of candidates recommended for interviewing, including a synopsis and assessment of each candidates' qualifications.
- Taking the time to thoroughly understand the district's unique challenges and opportunities.
- Recruiting members and facilitating meetings of a Superintendent Search Committee that is representative of your entire district.
- Developing interview questions based on Search Committee feedback and issues identified for further exploration during the prescreening process.
- Management of all logistics involved in scheduling in person and off site candidate interviews.
- Coordinating a rigorous second-level background check of finalists.
- Assistance in formulating a contract.
- Providing media relations support in the introduction of the new superintendent to the community.

POST SELECTION SERVICES INCLUDE:

- Facilitate a "Superintendent Orientation" workshop to include board members, administrators and the new superintendent, designed to provide appropriate support and integration into the district so the superintendent has the tools to be productive and effective immediately.
- Coordinating separate workshops to acclimate school staff and members of the community with the superintendent,

SUPERINTENDENT SEARCH FEE:

The ESCNJ's Superintendent Search Service fees are negotiable, and are based on some or all of the above services, and structured to meet your budget.

A STRATEGIC PLAN FOR A SUCCESSFUL SUPERINTENDENT SEARCH

Many board of education members are aware of people who believe they could run a school district and are ready to begin tomorrow.

Fortunately, most board of education members also recognize there are no short cuts in the route of finding the most qualified candidate to serve as the educational leader for students, staff and the community.

The ESCNJ Superintendent Search Service begins with an in-depth, candid discussion with your board of education about the school district and the community in terms of its history, challenges, fiscal realities, philosophy and goals. Another part of the conversation is a detailed account of our services and the approach we use for identifying, recruiting, recommending and securing quality candidates for your consideration.

Then, in collaboration with your board's Search Committee, we solicit input from various constituencies, including staff members, collective bargaining unit leadership, community members and special interest groups. Following an analysis of the information compiled, we develop a Personalized Superintendent Search Plan to implement for your school district.

About the ESCNJ

The ESCNJ began as The Middlesex County Educational Services Commission in 1977, providing support services to a handful of Middlesex County school districts. By 2005, we had established shared services relationships with 75 school districts in 11 counties, prompting the board at that time to request and receive unanimous State Board of Education approval to change its name to the Middlesex Regional Educational Services Commission. Further expansion led to a presence in all 21 counties, and the MRESC's Board of Directors requested a name change to The Educational Services Commission of New Jersey (ESCNJ) in 2016, which was unanimously approved by the State Board of Education.

As the state's largest service provider, the ESCNJ offers cost effective educational and business services to over 700 school districts and government agencies. The ESCNJ operates six of its own schools for student's ages 3-21 with autism, multiple disabilities, and at-risk behaviors, including two with on-site clinical support services. The ESCNJ also coordinates statewide transportation for approximately 14,000 students, and manages a Cooperative Pricing System with over 1,000 members, the state's largest cooperative buying program.