

**MINUTES OF THE CLEVELAND HEIGHTS-UNIVERSITY HEIGHTS  
BOARD OF EDUCATION**

**Special Board Meeting of January 20, 2009**

The Board of Education of the Cleveland Heights-University Heights City School District, Cuyahoga County, held its Special meeting in the public meeting room of the Board of Education building at 2155 Miramar Boulevard, University Heights, Ohio, on Tuesday, January 20, 2009, at 7:00 p.m.

Mr. Kal Zucker, Board President, called the meeting to order at 7:00 p.m.

**Present at Roll Call:** Mr. Kal Zucker, President  
Mr. Ronald Register, Vice President  
Mr. Michael Cicero, Board Member  
Mr. Eric Coble, Board Member  
Ms. Nancy Pepler, Board Member

**Also Present:** Mr. Scott Gainer, Chief Financial Officer  
Members of the Central Office Staff  
Patrons of the School District  
Representatives of the News Media

Mr. Zucker, Board President, stated the purpose of this Special Board Meeting was to interview search firms for the position of Superintendent of the Cleveland Heights-University Heights City School District.

***Al Meloy – Ohio School Boards Association***

The first interview conducted was with Mr. Al Meloy of the Ohio School Boards Association (OSBA). Mr. Meloy has been with OSBA for eight years as Deputy Director of Search Services and Board Development. OSBA has conducted 800+ superintendent searches. The superintendent search process consists of five phases: 1) leadership profile development, 2) candidate recruitment, 3) candidate screening, 4) board evaluation of candidates, and 5) appointment. The entire process could take between three to three and one-half months from the time of posting the position. He proposed a basic cost for services of \$6900 plus expenses.

***Gary Hudepohl – Hudepohl & Associates***

Gary Hudepohl, Principal and Managing Director of Hudepohl & Associates, has completed more than 500 searches for a wide range of organizations. His experience includes managing the search for the Ohio Department of Education's Superintendent of Public Instruction, which placed former CH-UH Superintendent Deb Delisle. Hudepohl & Associates' search process is typically a 14 to 16 week process comprised of nine activities: 1) development of position

profile, 2) research project, 3) active candidate search, 4) applicant evaluation, 5) candidate recommendations, 6) district interviews, 7) reference interviews, 8) extension of offer, and 9) candidate acceptance. Hudepohl's search strategy involves the active recruiting of passive candidates, people who are not actively looking for a job change. The proposed fee of \$42,500 includes all costs to manage the search except for advertising, travel costs for candidates to interview with the District, and Hudepohl travel expenses to interview out-of-state applicants approved by the Board.

***Paul Pendleton – Finding Leaders***

The final interview was held with Paul Pendleton of Finding Leaders/Ohio Schools Council, located in Valley View, Ohio. Finding Leaders' administrative search involves a seventeen step process from determining who will conduct the search to announcing the selection of the new administrator. The consulting fee for a complete state, regional or national search is \$8,500 plus necessary approved expenses, i.e. related consultant travel, correspondence, postage, telephoning, brochure printing, advertising, and candidate interview expenses.

Kal Zucker, Board President, recapped the events leading to the Board's current position on the superintendent search. He mentioned that choosing a superintendent is one of the most important decisions the Board makes, and it is essential to be thorough in this process.

Ron Register, Board Vice President, stated he needs to be clear about why it is necessary to hire an outside firm to do this search. He said he wrestles with the value of hiring an outside firm as opposed to the Board conducting its own search.

Nancy Pepler, Board Member, said she feels an obligation to the community to look at this process the same as hiring a CEO of a \$100 million organization. Conducting the Board's own search may be difficult, particularly because the District already has an excellent internal candidate. She feels this would make it more difficult to have external candidates come forward if they feel the selection will be in-house. Thus, she feels obligated to have a full search performed in order to have the absolute best person chosen to lead the District.

Mr. Register stated that his primary concern is the expense related to the search. He wonders if there may be community members who would question the need to spend money on a national search for a superintendent. He mentioned he was pleased that at least two of the firms interviewed would be proactive in their search and not simply wait for applications to come to them.

Board President Zucker responded that it is fitting for the Board to do everything it can to get the broadest spectrum of candidates because the expectations are huge based on the previous superintendent.

The Board held a debriefing discussion regarding the three search firms which presented their proposals.

A. Scott Gainer, Chief Financial Officer, informed the Board that there was City County money available to pay for these types of services. In the past, this money has been used for consultants and professional development speakers. Money is deducted (per pupil) from our state foundation and goes to the Educational Service Center (ESC). Then, some multiple of that amount comes back to the District, approximately \$180,000. All purchase orders are handled through the ESC and the Superintendent's office.

Mr. Gainer will try to formulate an apples-to-apples comparison of the three search firms so the Board can look at the value of each before deciding which firm to employ.

**MOTION TO ADJOURN**

It was recommended that the meeting be adjourned.

**No. 09-01-011**      It was moved by Mr. Cicero, seconded by Ms. Peppler, that the meeting be adjourned.

Vote on the motion was as follows:

Ayes: Mr. Register, Mr. Coble, Ms. Peppler,  
Mr. Zucker, Mr. Cicero

Nays: None

The meeting was adjourned at 9:45 p.m.

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Kal Zucker, President

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Scott Gainer, Chief Financial Officer