



45389 Airport Way ♦ Concrete, WA 98237
Telephone: (360) 853-4000 ♦ FAX: (360) 853-4004

December 20, 2016

Dear Public:

The Concrete School Board has begun the process of searching for a new Superintendent of Schools as our current superintendent, Barbara Hawkings, is retiring in June, 2017. The Board has engaged the services of Northwest Leadership Associates to assist in this important task. Mr. Mark Venn and Dr. Wayne Robertson, executive search consultants with Northwest Leadership Associates, will be assisting the School Board throughout the search process.

The Concrete School Board is committed to attracting the best candidates possible. Gathering input from a variety of stakeholders is an integral part of the process in identifying the type of candidate who will be successful as the leader of the Concrete School District. There will be opportunities for faculty, administration, parents, students, and community members to provide input into the process during the focus group meetings as well as an electronic survey which will be posted on our website on January 10, 2017. This is one of the many steps we will be taking between now and April 1, 2017. For further information and updates please check our website at www.concrete.k12.wa.us and click on the superintendent search link.

The focus groups will have an opportunity to speak with Mr. Venn and Dr. Robertson on **January 10, 2017**. As your School Board we invite and encourage you to participate in the focus group session designated for the **public**. This session will offer you a venue to provide your thoughts and insights with a limited time commitment. In addition, the focus groups will also provide you with an opportunity to identify critical tasks upon which the new superintendent should focus. We want your input on what you envision for the new superintendent (i.e. what you are looking for or not looking for in this candidate). The responses of participants at the focus groups will be anonymous and only general themes will be reported. Each session will last approximately 30 minutes to an hour. We are requesting your presence at the time and place listed below:

<u>Focus Group</u>	<u>Place</u>	<u>Time</u>
Public Forum (no supervisors)	High School Commons	6:00pm

The Concrete School Board hopes that you will be able to find time in your schedule to participate in this focus group. If you have questions or have any scheduling conflict, please feel free to call Lynda Stout at the Concrete School District at (360) 853-4000. We look forward to meeting with you.

Sincerely,

Crissie Wilson

Crissie Wilson, School Board President
Concrete School District