



**NEW  
TRIER**  
TOWNSHIP HIGH SCHOOL  
DISTRICT 203

*To commit minds to inquiry, hearts to  
compassion, and lives to the service  
of humanity*

# **New Trier Township High School District 203 Superintendent Search Launch**

**July 15, 2024**

# Tonight's Discussion Points

- Brief Overview of Process Phases:
  1. Engagement
  2. Recruitment
  3. Selection
  4. Transition
- Timeline
- Application and Screening Process
- Focus Groups
- Surveys
- Preferred Qualifications and Attributes



# Proposed Timeline

MILESTONE	DATE
Recruiting and advertising	July 1 to September 30
Focus Groups and Forums	August 26 - September 6
Online Survey	August 26 - September 6
District Strengths, Challenges, and Leadership Profile Report Presentation	September 16
HYA Screening	September 1 - 30
Presentation of Slate and Interview Workshop	October 7
First Round Interviews	October 16-17
Finalist Interviews (scope and process TBD)	October 28 – November 1
Board Deliberations	November 7
Board Selects Superintendent	November 18
Superintendent Assumes Responsibility	July 1, 2025



## Application Requirements

- Cover Letter explaining why the applicant wants the position, relating what excites them about the opportunity, and showing that they are the right fit for the job
- Resume
- Names, titles, contact information for three references
- 90 second (maximum) video introduction
- Example of written communication to parents, staff, students, and/or the greater community



## Engagement: Student and Staff Focus Groups

### Students

- Northfield and Winnetka
- Affinity Groups and Student Leadership

### Staff

- Northfield and Winnetka
- Leadership Teams
- Administrative Council
- Support Staff and Physical Plant Services Leadership and Representatives
- Open Staff Forum (online)

# Engagement: Parent and Community Focus Groups

## Parents

- New Trier Parents Association
- New Trier Fine Arts Association
- New Trier Boosters Club
- Parents of Students with IEPs and/or 504
- Recent Alumni
- Open Forums (in person and online)

## Community

- Sender district superintendents
- Community Leaders (villages, business, service, and faith leaders)
- New Trier Education Foundation
- Former Board Members, Caucus Members
- Open Forums (in person and online)



# Engagement: Survey

- HYA Collaborates with Board Liaisons to finalize online community survey
- Groups for disaggregated analysis and reporting
  - ✓ Students
  - ✓ Certified Staff
  - ✓ Support Staff
  - ✓ Parents of Current Students
  - ✓ Parents of Future NTHS Students
  - ✓ Community Members without students in NTHS or Sender Districts/Schools
  - ✓ Alumni
- Executive Summary presented at the September 16 Board Meeting with full written report to follow:
  - Strengths of the District
  - Challenges of the District
  - Leadership Profile

# Draft of Desired Qualifications/Attributes

- ✓ Demonstrated successful leadership in a high achieving, highly engaged public school district
- ✓ An earned doctorate
- ✓ Demonstrated understanding of the high school teaching experience
- ✓ An exceptional communicator with outstanding oral and written communication skills, an authentic and active listener, inspiring speaker, and successful experience with media communication
- ✓ The proven ability to genuinely engage with the full array of stakeholders as an immersive presence in the schools and community
- ✓ The ability to manage conflict and change with confidence and equanimity
- ✓ Impeccable integrity and unquestionable trustworthiness
- ✓ A sense of humor, abundant compassion, and authentic positivity
- ✓ Unwavering commitment to and focus on student and staff success



# Your 24/7 Contacts



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# Questions and Answers

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**HYA** HAZARD  
YOUNG  
ATTEA  
ASSOCIATES