

April 14, 2024

Dear President Prusso,

Thank you for allowing me the opportunity to present my qualifications as a facilitator in your search for the most qualified and the best fit candidate for your next Superintendent. As you know, I have spent almost 50 years in education here in Alameda County and know the communities well. Currently, I serve as the Vice President of the Alameda County Board of Education. My experience includes Eight years on the Pleasanton City Council, five of which I was Vice Mayor. I am a retired teacher from Fremont Unified and as such participated in every aspect available to me, including district level hiring teams. In addition to understanding school policies, I also am very familiar with school governance. I know what a great Superintendent looks like.

My most recent experiences regarding top level executive positions include hiring a city attorney and a member of a community search team for a Superintendent. In both cases we initially hired a search firm. With the city search we went through the entire process and ended up pivoting to our own devices and went outside the process to hire what ended up being a superlative city attorney. In the second example the search firm was less than professional and provided two candidates, one of which the board chose to hire. His contract was subsequently bought out.

My most recent experience was as the facilitator and search committee chair for a national nonprofit. We advertised nationwide which resulted in 541 applications. We ultimately narrowed that down to 130. We developed a rubric for paper screening based on the job description for paper screening the candidates. We subsequently interviewed ten and presented two candidates to the board.

It was a comprehensive process that included listening sessions with board members and staff, as well as information garnered from our enormous national network of state coordinators, scholars, judges, and volunteers. Our timeline was aggressive and required nationwide coordination since members of the committee lived on opposite sides of the country and our candidates were spread throughout the nation. I am very proud of the fact that we conducted a comprehensive transparent process and finished two weeks ahead of our deadline.

Search firms, as well as facilitators, will have similar timelines. Gathering input from all stakeholders, creating a job description, advertising for the position, paper screening and reference checks are all integral parts of the process. What I have to offer that is different is my familiarity with the school environment and the community in Livermore. It's important to find the most highly qualified candidate but also the best fit. Equally important is finding that firm or facilitator whom you can trust and form a relationship that fosters great communication. Livermore Valley Unified School District enjoys a wonderful reputation because you all have hired well and created an exemplary environment for your teachers to provide the best

educational experience for every student. It's no accident that we see teachers from other communities seek out positions in Livermore.

Among the most important task is listening to the community. Gathering stake holder input is not important just because of the process but because it creates a venue for people to be heard. As such, the groups I believe need to have that opportunity are the Board of Trustees, the cabinet, teachers and staff, parents, and the greater community. Although an online survey may be useful for those who do not attend a forum, it's far more important to hear from people directly and in the alternative, through zoom. The act of taking the time helps people appreciate transparency. A job description will result from these conversations.

Advertising through EDJOIN and other professional outlets will result in a pool of applicants. A rubric will be created based in the job description and require careful review by a committee designated by the Board of Trustees. Those meeting the criteria set by the job description will undergo initial interviews and narrowed to finalists. Those semifinalists will be subject to a background and reference check. All finalists will enjoy an individual as well as a group conversation with each of the Board Trustees who will ultimately vote for the new Superintendent.

I look forward to talking with you all about this on Wednesday. It is important that you find a facilitator or a search committee that will best help you find your next superintendent. Thank you so much for thinking of me for that role.

Best,

Cheryl Cook-Kallio

Process that results in stake holders being heard.