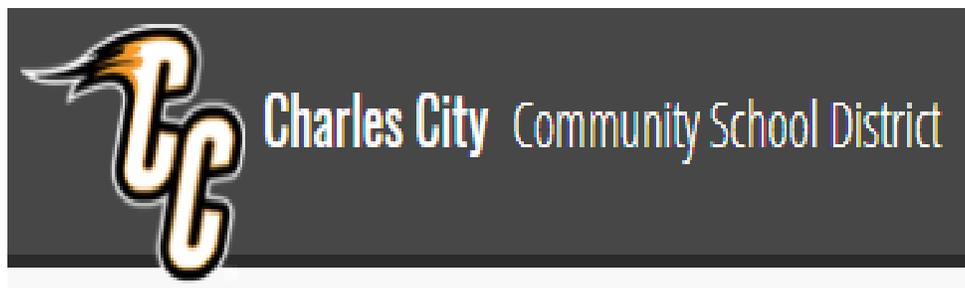


*A Proposal for the  
Selection of a Superintendent*

**Presented to:**



**Submitted by:**

*Ray and Associates, Inc.*

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*Finding Leaders for Iowa's Schools*

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**Ray and Associates, Inc.**  
*Leaders in Executive Searches*

March 27, 2018

Charles City Community School District  
ATTN: Mr. Jason Walker, Board President  
500 North Grand Avenue  
Charles City, Iowa 50616

Dear Mr. Walker and Members of the Board of Education:

Please accept this Proposal as a follow up to your recent inquiry concerning our Superintendent search services.

Ray and Associates, Inc. has conducted regional and state Superintendent searches for over forty-two (42) years. We are the most experienced and largest search firm in Iowa. We have also performed numerous Superintendent searches in school districts in Iowa that have the same student enrollment as your District. It is due to our experience and expertise that we are uniquely equipped to assist you in the selection of a Superintendent who meets the particular needs and qualifications of the Charles City Community School District. We not only advertise, but will actively recruit potential candidates that meet the criteria established by the Board. Many other consultants will not seek out candidates for a position as we do for our clients.

As I am sure you are aware, the selection of a Superintendent will be one of the most important tasks your Board will perform. The Superintendent whom the Board selects must be a qualified professional who can work well with the Board, staff and community to provide the quality education you want for your students. The Board's success in the selection process will affect the District's education programs for years to come. We have conducted searches in Iowa for over forty-two (42) years and recently completed the successful Superintendent searches for Mount Vernon CSD, Howard-Winneshiek CSD, Council Bluffs CSD, Atlantic CSD, Grinnell-Newburg CSD, Riverside CSD, Norwalk CSD, Northeast CSD, Solon CSD and Marion ISD. We have previously assisted North Scott CSD, Johnston CSD, Indianola CSD, Interstate 35 Community Schools, Grundy Center CSD, Fairfield CSD, Burlington CSD, Van Buren CSD, Pekin CSD, Muscatine CSD, Mount Pleasant CSD, Des Moines Public Schools, North Cedar CSD, Keokuk CSD, Eldora-New Providence CSD, Alburnett Community Schools, West Des Moines CSD, Midland CSD, Jesup CSD, Corning-Villisca CSD, Waterloo Community Schools, Central Community Schools of Clinton County, Griswold CSD, Charles City CSD, Iowa Valley CSD,

Central Decatur CSD, Armstrong-Ringsted CSD, Loess Hills AEA 13, Clear Creek-Amana CSD, Central Clinton CSD, Andrew CSD, and many others across the state, region and nationally in their quest for new school leaders.

For over forty-two (42) years, our firm has exhibited at numerous state school board associations including Iowa, Illinois, Missouri and Nebraska. Exhibiting and presenting at these state organizations allows the firm to meet and recruit outstanding administrators for our clients.

It is our goal to make the selection process professional, efficient and successful to assure your complete satisfaction with our services. It is quite common for a Board to be concerned about the quality of candidates who might be available in today's market. Outstanding Superintendents will need to be recruited regardless of the time of year because many of these school leaders already have jobs. We feel that our firm can be very successful in attracting candidates that will meet or exceed your expectations. With a consulting firm of over one hundred seventy (170) associates, over forty (40) in Iowa and surrounding states, Ray and Associates, Inc. has been able to develop the most comprehensive pool of candidates of any executive search firm in the country. Our reputation for success is built upon providing school districts precisely the type of candidate that satisfies not only the Board, but the community and faculty as well.

Ray and Associates, Inc. strives to provide the District with the best match possible based on the knowledge that we acquire in our extensive interaction with the Board and key stakeholders in the search. It is our desire to activate our network in your behalf to locate individuals that can quite ably assume the Superintendent position in your District.

If you have any further questions or comments regarding the enclosed information, please do not hesitate to contact our Cedar Rapids office at 319-393-3115.

Sincerely,

A handwritten signature in cursive script, appearing to read "R.M. Ray".

Ryan M. Ray  
President

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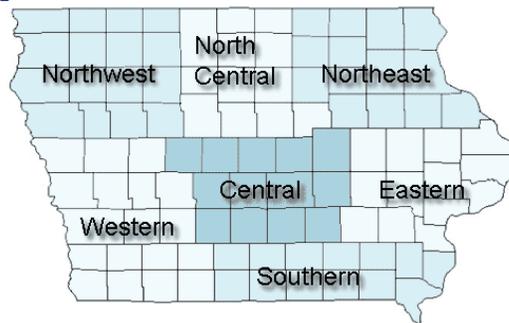
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# INTRODUCTION

## THE SEARCH

This Proposal is an example of the quality of our work for an Iowa and regional search. Our firm is committed to providing the time and energy on the details necessary to carry out a proper search. *We actively seek out and screen all candidates who are recruited during the search to identify those superior candidates who clearly meet the qualifications of the board.*



## BRIEF OVERVIEW

This Proposal is to demonstrate that we desire to provide the District with a complete, detailed package customized to the Charles City Community School District in a performance contract regarding our professional services in your Superintendent search.

Our Proposal is made up of our consultant services, the importance of the client role (with checkpoints for you to control the complete search), general provisions, confidentiality, satisfaction guarantee, and consultant costs.

## PERFORMANCE

We have developed highly effective procedures to assist schools, step by step in selecting a Superintendent whose qualifications meet its criteria. This Proposal outlines the detailed procedures and steps that make our searches successful. *We have been highly successful in delivering outstanding candidates in all of our searches.*

# HISTORY AND OVERVIEW OF THE ORGANIZATION

## PROFILE OF THE FIRM

Ray and Associates, Inc. is a professional organization that specializes in school executive leadership searches. The firm has been in the school executive search business since 1975 and has established an outstanding reputation. The firm has been recognized by *The School Administrator* journal as one of the top search firms in the country. Our professional consultants, including women and minorities, are persons with long-term experience in the school executive search field with extensive backgrounds as school administrators, business executives, school board members, university professors, and attorneys. All of the consultants within the firm have years of experience in the school executive search field.

Ray and Associates, Inc. is an independent and objective firm that does not accept placement fees from any candidate. We have designed a highly effective procedure that allows us to impartially assist schools in selecting the best individual for their particular needs.

Our corporate office is in Cedar Rapids, and we have over forty (40) associates in Iowa and neighboring states as well as numerous reliable associates across the country. This is an extremely important factor of any search we conduct because we expend tremendous time and effort to recruit and investigate viable candidates, and it takes qualified personnel to perform these tasks to our standards. The Corporate Office also maintains a six (6) member clerical staff to assist in the executive search business.



For over forty-two (42) years, our firm has exhibited and presented at the American Association of School Administrators (AASA) and various other state school board conventions including Iowa, Illinois, Missouri and Nebraska. We also invest the time and money to exhibit and present at national conventions because there are excellent school administrators who left Iowa, gained leadership experience and wish to return to their home state for the quality of life for their families.

Our work at these conventions enables us to meet and recruit outstanding school leaders for our client districts. With our network of dedicated associates, Ray and Associates has access to a remarkably comprehensive pool of candidates who have indicated strong interest in Iowa positions.

It is only a matter of reality that outstanding administrators already have good jobs and need to be recruited. Our network and recruiting efforts are second to none. We bring a wealth of experience and knowledge to your district focused upon our goal to make the selection process professional, efficient, and successful so we may state, without reservation, that you will be quite pleased with our services.

  
*Ray and Associates, Inc.*  
*Leaders in Executive Searches*

We will provide our clients with the highest quality services to assist them in hiring leaders who will meet District specific needs and positively impact the education of all students.



## THE TEAM

Ray and Associates, Inc. is a professional organization which specializes in the field of educational leadership searches. We are uniquely equipped to assist you in the selection of a Superintendent who meets the particular needs and qualifications of the Charles City Community School District. *We have:*

1. Highly trained and experienced staff that includes:
  - *Active school administrative leaders*
  - *A balance of gender and minority representatives*
2. Expertise and extensive background in:
  - *The school superintendency*
  - *School administration at all levels*
  - *Private business, higher education and law*
3. Experienced speakers at state, regional, and national conferences.
4. Conducted workshops and seminars in school related matters such as:
  - *Building the successful Board/Administrator relationship*
  - *Establishing an evaluation process that yields results*
  - *Interviewing for a Superintendent's position*
  - *What boards should consider when selecting a Superintendent*
  - *School district assessment*
  - *Effective hiring practices*
  - *Staff and organizational development*
  - *Recruiting, selecting, and retaining excellent teachers*
  - *Enhancing school climate by shared decision making/dealing with special interest groups*
  - *Developing the administrator compensation package or contract*

## RECRUITMENT

Ray and Associates, Inc. maintains a working relationship with key individuals at the college and university level along with other public and private organizations for the purpose of recruiting outstanding candidates. However, we are not directly connected with any college, university, or any other organization. This allows our firm to be objective in the search process. We stay abreast of the performance of outstanding school administrators throughout the region, which has contributed to our high success rate.

Our firm maintains a very large database of top candidates who are interested in new, challenging positions. The strengths and administrative skills of these potential candidates have been analyzed by the firm. It is important however, for our clients to know that we are not a placement service that owes any favors to potential candidates, and that we actively recruit women and minority candidates. Our professional objective is to recruit and advertise for the best candidate that meets the qualifications and characteristics of a Superintendent as set forth by the Board. Our recruitment process is very comprehensive, here highlighted by the following steps:

- Inform all of the firm's associates of the position including profile information
- Advertise in effective media known for high readership by school leaders
- Consult our extensive database for precise matches between District and candidate profiles
- Contact directly successful school leaders who are in good positions currently for them to consider the Charles City Community School District position
- Contact other organizations at state and regional levels regarding the position
- Actively seek out potential candidates at state and national conventions.

## KEY ASSOCIATES FOR THE PROJECT

The following principal/project coordinators will be actively involved in working with the school district. The associates listed will be assisting in recruitment, screening and background checks. The firm chooses various associates to recruit the best candidates for the Charles City Community School District. In addition, we have professional contacts throughout Iowa, the Midwestern region and nationally. The following is only a partial list of associates who will be involved in the recruitment of candidates. The firm will actually involve many more associates for the project.

### **Mr. Gary L. Ray, Chairman**

Principal/Project Coordinator  
Cedar Rapids, IA

### **Dr. Richard Christie**

Midwest Executive Search Director  
Council Bluffs, IA

### **Ms. Linda Brock**

Midwest Executive Search Director  
Packwood, IA

### **Mr. Ryan Ray, President**

Project Coordinator  
Cedar Rapids, IA

### **Dr. Dale Monroe**

Midwest Executive Search Associate  
Marion, IA

### **Mr. Ned Sellers**

Midwest Executive Search Associate  
State Center, IA

### **Ms. Molly Schwarzhoff, Vice-President**

Project Coordinator  
Cedar Rapids, IA

## SUMMARY OF PROJECT ASSOCIATES

**Ms. Brenda Garcia**  
Muscatine, IA

**Dr. Ken Marang**  
Fort Madison, IA

**Ms. Bev Smith**  
Waterloo, IA

**Mr. Steve Triplett**  
North Liberty, IA

**Mr. Darwin Lehmann**  
Forest City, IA

**Dr. Karen Stinson**  
Ankeny, IA

**Dr. Don Kusmaul**  
East Dubuque, IL

**Dr. Roberta Selleck**  
Freeport, IL

**Ms. Gloria Davis**  
Chicago, IL

**Mr. Mike Collins**  
Columbus, OH

**Dr. Brenda Dietrich**  
Topeka, KS

**Mr. Don Long**  
Hendersonville, TN

**Dr. Lane Plugge**  
Council Bluffs, IA

**Mr. Randy Nichols**  
Carlisle, IA

**Ms. Lora Wolff**  
Keokuk, IA

**Mr. Joe Crozier**  
Robins, IA

**Dr. Klint Willert**  
Volga, SD

**Dr. Mike Wells**  
Hamburg, IA

**Dr. Mary Fasbender**  
St. Charles, IL

**Dr. Robert Hammon**  
Sycamore, IL

**Dr. Bill Newman**  
Mountain Home, AR

**Mr. Ricardo Medina**  
Bridgeport, MI

**Dr. Tom Morgan**  
Bridgeton, MO

**Teamwork**

**Dr. Robert Alfaro**  
Hutto, TX

*Other associates throughout the country will be actively recruiting, screening, and investigating finalist candidates.*

# SECTION I

## CONSULTANT SERVICES PROVIDED FOR THE CHARLES CITY COMMUNITY SCHOOL DISTRICT THE CONSULTANT WILL:

1. Provide all services as outlined in this Proposal.
2. Customize the search process to meet the needs and expectations of the Charles City Community School District.
3. Work with the Board to establish a timeline that lists each step in the search process.
4. Discuss with the Board the minimum requirements and salary range for the Superintendent position.
5. Work with the Charles City Community School District staff and those selected by the Board in the development of an accurate informational flyer and application form.
6. If desired, provide a proven consensus building mechanism for obtaining input from various constituencies, staff members, other stakeholders and the Board. The consultant(s) will meet and interview each individual Board member to help develop a profile for the new Superintendent position. The consultants will receive and organize all input data and then report the results to the Board.
7. Develop all required forms for the application and screening process.
8. Conduct all aspects of the recruitment process on a statewide, regional and national basis as follows:
  - Notify all associates to actively recruit potential candidates.
  - Contact individuals in the Ray and Associates database whose interests match the District criteria.
  - Contact state school boards and administrators associations.
  - Actively recruit applications from qualified individuals and solicit nominations from knowledgeable people in the profession.
  - Contact other professional consultants in private and public sectors. Discuss with all candidates the District's characteristics and the Board's profile and criteria for the new Superintendent position.
  - Advertise in the following as selected by the Board: TeachIowa website, AASA Website, Education Week Newspaper and Website, Ray and Associates Website, Executives Only Website, and other publications selected by the Board.

9. Provide a procedure and recording instrument for the verification of all data submitted by applicants.
10. Develop and manage the process for the preliminary interviews with the Board.
11. Conduct preliminary interviews of qualified candidates that meet the qualifications selected by the Board.
12. Verify the qualifications and experience of candidates.
13. Check references provided and conduct additional professional background investigation of leading candidates.
14. Provide the Board with an opportunity to observe each top candidate interviewed with questions specifically designed by Ray and Associates, Inc. through video technology. This will allow Board members to get a better perspective of each candidate in order to determine which candidates to interview. Ray and Associates is the only search firm that provides this video technology screening of candidates. By offering this opportunity, this will save the Board members on expenses and their time.
15. Provide an impartial and objective consensus building matrix instrument developed by Ray and Associates, Inc. to assist the Board in determining the finalists for an interview. *We have been extremely effective working with Boards who are divided on issues and candidates.*
16. Assist the Board in establishing the interview format and in developing interview questions.
17. Determine and coordinate constituent and staff involvement in the interview process, if desired by the Board.
18. Help arrange the details of interviews for leading candidates.
19. Provide the Board with criminal, civil litigation, social security, motor vehicle record checks and verification of educational degrees for the top (2-3) candidates at no additional fee.
20. Coordinate with the Charles City Community School District Business Office the procedure for reimbursement of candidates' expenses.
21. Assist District legal staff in negotiating the contract with the successful candidate at no additional cost to the District.
22. After the appointment, dispose of the files and send appropriate communications to the candidates not interviewed by the Board.
23. If desired, assist the District in preparing a press release, upon request, announcing the appointment of the new Superintendent.

The Superintendent search services and process provided can be adjusted to meet the specific needs of the Charles City Community School District.

## SECTION II

### MONITORING THE SEARCH PROCESS - CLIENT CHECKPOINTS

The Board's role is the most important one in the search process. Although we assist you in the process by actively recruiting, identifying, and recommending qualified candidates, you alone will determine which candidate you will hire.

Our search process is set up in a manner that provides the Board with a continuous monitoring capability which features clearly defined checkpoints:

Timeline	• Establish a timeline for the process
Input	• Determine the input process
Qualifications	• Set the Superintendent qualifications
Flyers	• Review and approve informational flyers and application forms
Progress Reports	• Receive regular progress reports from the consultant
Interview Process	• Approve format and questions for the interview process
Candidates	• Select candidates for final interview
On-Site Visits	• Optional on-site visits of leading candidates
Hiring	• Hire the candidate
Contract	• Determine and approve the contract
Press Release	• Approve the press release

These check points assure that you know the progress of the search and have the information to be fully informed and in control of the search.

## SECTION III

### SEARCH COST – THE COMPLETE PROCESS

The cost of our Proposal is for a complete search. The Board will be guided and assisted by Ray and Associates, Inc. at every step in the search process from the initial phase of determining the desired qualities for the position through the actual hiring of the new Superintendent. Our process is flexible and if the Board would desire a different approach or would prefer certain options other than those provided in our Proposal, we can adjust our process to meet your requirements.

### COST BREAKDOWN

**The Consultant Fee.** The fee for the performance of the Superintendent search by the consultant as provided in this Proposal will be six thousand five hundred dollars (\$6,500.00). If the Board selects only certain elements offered in this package, or requests services not included in this package, our fees and reimbursed expenses will be adjusted accordingly. The firm will discuss any modifications relating to the search fee regarding our services at the formal presentation. The Superintendent search fee shall be paid in three (3) installments; 1/2 of total fee is due upon signing of the contract; 1/4 of fee is due at the time of the stakeholder meetings; and the final 1/4 of fee is due when the Superintendent is officially hired by the District.

Ray and Associates, Inc. will provide the Board with criminal, civil litigation, social security, motor vehicle record checks and verification of educational degrees for the top (2-3) candidates at no additional fee.

There is no charge by Ray and Associates for the services to assist the Board in negotiating a contract with the new Superintendent and the development of the contract terms.

**Consultant Reimbursed Expense.** Certain expenses, including travel, lodging, meals, shipping and other search related expenses will be kept to a minimum and are to be reimbursed by the District. Expenses may be less if the Board utilizes our web-cam capability as an option over on-site meetings. Said expenses will be invoiced as they occur and will include a detailed account listing of such expenses.

**Candidate Expenses.** Expenses shall include travel, lodging, and meals for the candidate and spouse, if the District determines to pay for said expenses.

### PERFORMANCE CONTRACT

Ray and Associates, Inc. will provide a written agreement between the Board and the consulting firm which will contain the provisions of this proposal and any modifications or changes mutually agreed by the parties.

## SECTION IV

### GENERAL PROVISIONS

#### CONFIDENTIALITY

The nature of our work and our ability to carry out our responsibility to you is directly related and dependent upon our present and past experience in providing similar services to others. *The firm will preserve the confidential nature of any information which becomes available to the firm resulting from the services rendered to the Board.*

As our client, you also need to maintain the confidentiality of information provided by Ray and Associates, Inc.

#### SATISFACTION GUARANTEED

We provide a termination provision in our contractual agreement with the Charles City Community School District. If the Charles City Community School District or Ray and Associates, Inc. terminate this agreement, the Charles City Community School District will be charged for only the work performed and expenses incurred up to the date of termination.

If the Board is dissatisfied with the new Superintendent within two years from the date of employment of the Superintendent and if either party dissolves that relationship by resignation or termination within a two year period of the initial employment, the firm of Ray and Associates, Inc. will conduct a new Superintendent search at no cost to the District, except for expenses.



# REFERENCES

We have chosen several clients from our past and recent search list to demonstrate that we have been successful in various size districts throughout the state of Iowa. If additional references are desired, they are available upon request.

SCHOOL DISTRICT	LOCATION	CONTACT PERSON	TITLE OF CONTACT	PHONE NUMBERS
<b>Iowa Searches</b>				
<b>Howard-Winneshiek</b>	Cresco, IA	Clint Farlinger	Board Secretary	Work: 563-547-2762 x 104 <a href="mailto:cfarlinger@howard-winn.k12.ia.us">cfarlinger@howard-winn.k12.ia.us</a>
<b>Council Bluffs</b>	Council Bluffs, IA	Troy Arthur	Board President	Cell: 402-490-6567 <a href="mailto:Troyarthur4cb@gmail.com">Troyarthur4cb@gmail.com</a>
<b>Atlantic</b>	Atlantic, IA	Alison Bruckner	Board President	Cell: 402-740-9552 <a href="mailto:abruckner@atlantciaschools.org">abruckner@atlantciaschools.org</a>
<b>Mount Vernon</b>	Mount Vernon, IA	Lori Merlak	Board President	Cell: 319-389-2886 <a href="mailto:lmerlak@mountvernon.k12.ia.us">lmerlak@mountvernon.k12.ia.us</a>
<b>Riverside</b>	Carson, IA	Murray Fenn	Board President	Cell: 712-484-3625 <a href="mailto:mfee@frontiernet.net">mfee@frontiernet.net</a>
<b>Norwalk</b>	Norwalk, IA	Kate Baldwin	Business Manager	Work: 515-981-0676 <a href="mailto:k.baldwin@norwalk.k12.ia.us">k.baldwin@norwalk.k12.ia.us</a>
<b>Northeast</b>	Goose Lake, IA	Tina Bartels	Business Manager	Work: 563.577.2249 x 604 <a href="mailto:Tina.bartels@northeast.k12.ia.us">Tina.bartels@northeast.k12.ia.us</a>
<b>Grinnell-Newburg</b>	Grinnell, IA	Becky Nance	Admin Assistant to Superintendent	Work: 641-236-2700 <a href="mailto:Becky.nance@grinnell-k12.org">Becky.nance@grinnell-k12.org</a>
<b>Interstate 35</b>	Truro, IA	Leah Gray	Board President	Cell: 515-710-6037 <a href="mailto:leah.gray@wellsfargo.com">leah.gray@wellsfargo.com</a>
<b>Muscatine</b>	Muscatine, IA	Brenda Garcia-Van Auken	Board Member	Cell: 563.506.1204 Wk: 563.263.7166 <a href="mailto:brenda@brendagarcia.biz">brenda@brendagarcia.biz</a>
<b>Mount Pleasant</b>	Mount Pleasant, IA	Brad Holtkamp	Board President	Cell: 319-931-0354 <a href="mailto:bmhltkmp@iowatelecom.net">bmhltkmp@iowatelecom.net</a>
<b>Alburnett</b>	Alburnett, IA	Jennifer Slife	Board President	Cell: 319-310-5505 <a href="mailto:djslife@msn.com">djslife@msn.com</a>
<b>Eldora-New Providence</b>	Eldora, IA	Jolene Teske	Board President	Cell: 515-689-4864 Hm: 641-858-5620 <a href="mailto:jolene.teske@gmail.com">jolene.teske@gmail.com</a>
<b>North Cedar</b>	Stanwood, IA	Tim Drewelow	Board President	Hm: 563-941-5527 Cell: 319-560-3102 <a href="mailto:drewelow@fbcom.net">drewelow@fbcom.net</a>
<b>Keokuk</b>	Keokuk, IA	Tyler McGhghy	Board President	Cell: 319-795-6989 Hm: 319-795-4512 <a href="mailto:stmchgghy@gmail.com">stmchgghy@gmail.com</a>
<b>Marion</b>	Marion, IA	David Law	Board President	Cell: 319 377.5203 <a href="mailto:maestrolaw@gmail.com">maestrolaw@gmail.com</a>
<b>Solon</b>	Solon, IA	Rick Jedlicka	Board Member	Wk: 319 398.5793 <a href="mailto:rickj@benefitsolutionsinc.com">rickj@benefitsolutionsinc.com</a>
<b>North Scott</b>	Eldridge, IA	Paul Diereckx	Former Board President	Wk: 563-225-3891 <a href="mailto:jdieri5418@aol.com">jdieri5418@aol.com</a>
<b>Burlington</b>	Burlington, IA	Christine Stensland	Director of Business Services	Wk: 319-753-6794 <a href="mailto:Christine.Stensland@bcstds.org">Christine.Stensland@bcstds.org</a>

<b>Fairfield</b>	Fairfield, IA	Kim Sheets	Business Manager	Cell: 641-233-8571 Wk: 641-472-2655 <a href="mailto:Kim.sheets@fairfieldsfuture.org">Kim.sheets@fairfieldsfuture.org</a>
<b>Johnston</b>	Johnston, IA	Jan Millerhook	Executive Director Financial Services	Qk: 515-252-8450 <a href="mailto:Jan.millhook@johnston.k12.ia.us">Jan.millhook@johnston.k12.ia.us</a>
<b>Indianola</b>	Indianola, IA	Darcy Moeller	Board Secretary	Cell: 515-669-6282 Wk: 515-961-9500 Hm: 515-962-1214 <a href="mailto:Darcy.moeller@indianola.k12.ia.us">Darcy.moeller@indianola.k12.ia.us</a>
<b>Grundy Center</b>	Grundy Center, IA	Christel Kellar	Board Secretary	Wk: 641-444-4300 <a href="mailto:ckellar@spartanpride.net">ckellar@spartanpride.net</a>
<b>Midland</b>	Wyoming, IA	Clay Pestka	Board President	Hm: 563-488-3361 Cell: 319-480-1327 <a href="mailto:foxcreek@netins.net">foxcreek@netins.net</a>
<b>Waterloo</b>	Waterloo, IA	Mike Young	Board President	Wk: 319-234-4471 <a href="mailto:youngm@woolaw.com">youngm@woolaw.com</a>
<b>Griswold</b>	Griswold, IA	Cherie Miner	Former Board President	Hm: 712-767-2741 <a href="mailto:minadams@netins.net">minadams@netins.net</a>
<b>Des Moines</b>	Des Moines, IA	Dick Murphy	Board President	Cell: 515-250-5567 Hm: 515-278-6048 <a href="mailto:rmurphyia@earthlink.net">rmurphyia@earthlink.net</a>
<b>Van Buren</b>	Keosauqua, IA	Kara McEntee	Board President	Cell: 319-217-2078 Wk: 319-293-3171 x1222 <a href="mailto:kara.mcentee@vbch.org">kara.mcentee@vbch.org</a>
<b>Pekin</b>	Packwood, IA	Steve Copeland	Board President	Hm: 641-653-4780 Cell: 641-777-9561 <a href="mailto:steve.copeland@pekincsd.org">steve.copeland@pekincsd.org</a>

*This is not a complete list, and more references can be provided upon request.*



# ALL IOWA SEARCH FIRMS ARE NOT THE SAME!

*Ray and Associates, Inc.*

## ***THE CLEAR DIFFERENCE...***

- ✓ We customize every search to meet the specific needs of our clients.
- ✓ We have the largest professional recruiting network in Iowa, the Midwest and nationally.
- ✓ We have a highly qualified, full-time staff that is readily accessible to respond to both clients and candidates.
- ✓ We aggressively recruit candidates who closely match the District profile.
- ✓ We provide an attractive, user-friendly and informative website that allows candidates to apply on-line.
- ✓ We receive more applications than any search firm in the nation.
- ✓ We interview each individual Board member in order for them to provide information and insight into the development of the profile characteristics for the position.
- ✓ We collect and organize community and staff input when desired by the Board and provide a report that is highly useful in establishing the position criteria. In addition, our firm offers an online survey and will provide a link to the survey to post on the District's website.
- ✓ We offer the option to have our office design and develop the promotional application and flyer for the position.
- ✓ We have the most complete and comprehensive investigative system to assure our clients of candidate quality.
- ✓ We have a unique and successful consensus building process for Boards who may be split on candidates or other issues.
- ✓ We have been highly successful in placing outstanding candidates in all of our searches.
- ✓ We are the only search firm to provide an in-depth candidate video interview to the Board.
- ✓ We provide criminal, civil litigation, social security, motor vehicle record checks and verification of educational degrees for the top (2-3) candidates at no additional fee.
- ✓ We provide a two year guarantee clause in our contract with our clients.