Memorandum

To: Westhill Central School District Staff and Community

From: Lisa O’Reilly, President
Westhill Board Of Education

Date: May 7, 2021

Re: Update on Superintendent Search

Casey Barduhn is retiring as our Superintendent of Schools effective this summer. The purpose of this memo is to update the Westhill staff and community on the work that the Board of Education has been doing in order to select a new Superintendent.

The Board is working with the consulting firm of Castallo and Silky from Syracuse to assist with the Superintendent search process. Since February 1, 2021, Alan Pole, from that firm, has been working with the Board and coordinating all search efforts.

To follow are some more details you may be interested in:

- A vacancy announcement was developed and was mailed out in February. The deadline for the receipt of all application materials was April 9, 2021. Twenty-one applications were received for the superintendent’s position.

- The Board was very committed to receiving feedback from our school community. As a result, an on-line survey was posted on the District’s web site in February. Six hundred sixty staff, students, and community members responded to the survey. The top five characteristics for the new superintendent that were identified by the survey were the following:
  - Exhibits a great deal of integrity
  - Has demonstrated leadership skills on the job
  - Can inspire and motivate faculty, staff, and students
  - Understands current curriculum issues in New York State
  - Is visible and accessible
All applications were reviewed. Reference checks were made for all candidates and personal interviews with our consultant were held for nine of the twenty-one applicants. On May 4, the Board identified four candidates to be invited for first round interviews. First round interviews will be conducted by the Board of Education on May 12, and 13, 2021. When these interviews are completed, the Board plans to narrow the field to approximately three finalists.

Once the finalists have been selected, they will each be invited to Westhill for a full day. The three finalists will be in our schools on May 24, 25, and 26, 2021. The Board has invited five different committees to interview the three finalists and provide input to the Board on these candidates. The five committees that have been formed include faculty, administrators, support staff, students, and the community. Representation from all of these groups total 44 individual stakeholders.

The Board asked the following seven groups to each nominate an individual to serve on the community committee. In addition to the representatives from the seven groups, the Board added two at-large members by drawing the names of two individuals from a hat who had expressed interest serving on the community committee. This drawing took place at the regular public Board meeting on April 26. Members of the community committees are as follows:

WEST-CRS - Kathleen Sisack  
WEST-WPS - Terry Widrick  
OHMS parent council - Maria Sheperd  
WHS PTO - Jen Blossey  
Diversity Committee - Krista Wilson  
Booster Club - Cyndi Hynes  
Westhill Foundation - Meghan Platt  
At-Large Representatives - TJ Vaughan and Trisha Fogarty

Each of the full day finalist interviews will conclude with an evening interview with the Board of Education.

The Board anticipates offering the position to the successful candidate shortly after May 26, 2021. Following a successful contract negotiation with the new Superintendent, the Board anticipates making an appointment on or about June 18, 2021. We are hopeful that the new Superintendent will join us on or about August 2, 2021.
On behalf of the Board of Education, I would like to thank you in advance for your assistance during this upcoming search process and for your full support of our new Superintendent of Schools. If you have any questions with respect to any aspect of this process, please feel free to contact me.

C: Westhill Board Of Education
   Casey Barduhn
   Annette Iamondo