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The West Chester Area School District Superintendent Search Update

July 10, 2023

Dear WCASD Parents, Guardians, Students, Staff and Community:

We are pleased to announce that the search for the next superintendent of schools for West Chester Area School District is underway! During the June School Board meeting, the Board of School Directors approved a contract with the Chester County Intermediate Unit (CCIU) to conduct the confidential search for our next superintendent.

We have begun to meet with the CCIU search team, and we are excited to report that advertising for the position has been posted nationally with a deadline for application submission indicated as August 1, 2023.

Process and Confidentiality

Integral to the process will be communicating with you, our district stakeholders. Updates regarding the search will be posted on the district's website bi-weekly or more often if new developments in the process warrant the need for more frequent communication.

In order to attract a wide field of experienced candidates, it is necessary that the superintendent search process be confidential. This means that only the Board and the CCIU search team will be privy to the candidates' information and involved in the interview process. The way we will engage our community in guiding and informing our search process is through the use of focus groups and survey tools.

Stakeholder Participation

The Board will be seeking your input by scheduling a series of virtual focus groups facilitated by the CCIU. We want to know your views, and we welcome dialogue about the future direction of the West Chester Area School District. To encourage open and honest conversations, the Board and central administration will not be present during any of the focus group meetings. CCIU representatives will facilitate the meetings and collect all information in aggregate form in order to remain anonymous. We will use the information gathered to develop a candidate profile and an array of interview questions that center on the needs and challenges facing our district as identified by the Board and by you, our stakeholders.

To assist us in the process, we invite you to participate in a focus group, which will be held via Zoom. Please refer to the table below to determine the date and time of your specific stakeholder focus group.

To ensure appropriate Zoom setup and privacy, we ask that you RSVP at least **one day prior** to your scheduled focus group. You can RSVP by clicking on the link in the table below. Registered participants will be sent a Zoom link in a follow-up email and your information will not be shared with WCASD.

WCASD Focus Groups	Date	Time	Registration Link
District Admin	Thursday, July 13	1:00-2:00 p.m.	www.cciu.org/wcasd-admin
Professional Staff	Monday, July 17	1:00-2:00 p.m.	www.cciu.org/wcasd-profstaff
High School Students	Wednesday, July 19	1:00-2:00 p.m.	www.cciu.org/wcasd-students
Support Staff	Wednesday, July 19	2:00-3:00 p.m.	www.cciu.org/wcasd-supportstaff
Parents/Guardians	Tuesday, July 25	7:00-8:00 p.m.	www.cciu.org/wcasd-parents-guardians
Community Members	Thursday, July 27	7:00-8:00 p.m.	www.cciu.org/wcasd-community

Next Steps

After the application deadline of August 1, the Board will conduct preliminary screenings of applicant resumes and credentials and will interview the most highly qualified candidates. After the first round of interviews, the strengths and weaknesses of each applicant will be determined, and the Board will select candidates for a second round of interviews to determine who best meets the needs of our district.

We hope to have the search process completed by September 2023 so that the new superintendent can assume their responsibilities at the West Chester Area School District on or as close to January 1, 2024.

Thank you for your support during this important process. We look forward to working with and having a dialogue with the entire WCASD community to bring in an outstanding educational leader to serve as the district's next superintendent of schools.

Sincerely,

Board of School Directors
West Chester Area School District