



Dear Attic Learning Community,

As we have shared, the Board of Directors is beginning the search for the next Executive Director for The Attic Learning Community. Hiring and supporting our community's leader is the Board's single most important responsibility, and we look forward to a thoughtful, inclusive process and successful outcome.

The school has partnered with the search firm Educators Collaborative and will be working closely with consultants Evan Hundley and Tracy Bennett. Evan and Tracy both bring invaluable experience as former heads of school, classroom teachers, and former board members on many independent school boards. Their combined knowledge conducting nationwide and local searches will be invaluable as we select our next leader.

We are in the process of forming a Search Committee that will represent a range of community stakeholders, ensuring an inclusive and broad-based approach. Holding the mission and future of the Attic Learning Community at the forefront, the Search Committee is charged with helping to develop a Leadership Profile articulating the desired skills and attributes we seek in our next Executive Director. The committee will review all candidate applications, vet the pool of qualified applicants to identify semi-finalists and then finalists, manage the on-campus visits for finalists, and solicit feedback from the entire Attic community. The Search Committee will then make a recommendation to the Board of Directors, who holds the ultimate hiring responsibility.

After our community's recent session with Dr. Clark, parents had an opportunity to ask questions about what the search process will look like. (An FAQ is attached that covers many questions you might have.) We then welcomed Evan to campus, who provided faculty and staff with an overview of the search process and spent the morning visiting classes. He also had informal conversations with some of the faculty, and had a chance to speak with Erika. Evan left with a deeper understanding of our special Attic Learning Community and will return this summer for more conversations.

In early fall, Evan and Tracy will host listening sessions for parents, faculty, staff, students, and the Board of Directors. They will also conduct an online survey to solicit any additional feedback. Based on this input as well as information the school will provide, Evan and Tracy will draft a comprehensive document, Information for Candidates, that provides important background information about The Attic, the opportunities and challenges that lie ahead, and the desired experiences, skills, and attributes for the next Executive Director.

Following approval by the Search Committee, a position statement will be posted regionally and nationally, and the Educators Collaborative team will actively recruit a pool of qualified candidates. Our aim is to bring finalists to The Attic for 2-day campus visits in January and complete the search process by February, 2024.

A more detailed timeline is below:

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|---------------------------------------|---------------------|
| Consultants visit campus | May-September, 2023 |
| Candidate recruitment/position posted | Summer/early fall |
| Listening sessions/community survey | September |
| Semifinalist Interviews | November/December |
| Finalist visits | January |
| New Executive Director appointed | January/February |
| Start date | July, 2024 |

We look forward to keeping you apprised of our work in the coming months over the summer, and value your participation. Please do not hesitate to reach out to us with any questions, and thank you in advance for your time and commitment to The Attic Learning Community.

Sincerely,

Karen Lefohn, Board Chair