

REQUEST FOR PROPOSALS

NORTH STONINGTON BOARD OF EDUCATION NORTH STONINGTON, CONNECTICUT

The North Stonington Board of Education is soliciting formal requests for proposals in the office of the Superintendent, 298 Norwich-Westerly Rd., North Stonington, CT 06359 until February 6, 2026 at 3:00 p.m. for **Recruitment Services for North Stonington Public Schools' Superintendent Search**. The Board of Education is an equal opportunity employer and requires an affirmative action policy for all of its contractors and vendors as a condition of doing business with the school district, as per Federal Order 11246.

The North Stonington Public Schools provide education to approximately 783 students in North Stonington, Connecticut. The District is committed to provide students with optimal educational services. Students are served by one elementary school and one middle/high school. The North Stonington Public School system is focused on fostering the highest possible achievement for all its students. The schools share a single core purpose of meeting the needs of each child to ensure that all children succeed.

The philosophy that guides the North Stonington Public Schools system is our vision and mission statement.

Our Vision: *Preparing All Students to Take Their Place as Culturally and Globally Competent Citizens.*

Our Mission Statement: *As a Learning Center of Excellence, North Stonington Public Schools is Committed to Preparing Literate, Collaborative Critical Thinkers and Problem-Solvers, Empowered to Embrace and Successfully Pursue Their Passions and Talents.*

Scope of Services

A Request for Proposals is being issued for Recruitment Services for North Stonington Public Schools' Superintendent Search. The selected firm must have experience conducting School Superintendent searches. It is important that the firm have experience conducting searches for Connecticut Superintendents. The selected firm will be expected to:

- Conduct a thorough needs assessment with input from the community, staff and Board of Education;
- Create a recruitment brochure based on the results of the needs assessment;
- Identify a targeted audience of possible candidates and mail recruitment materials to this targeted audience;
- Assist the Board of Education in preparing for interviews.

Other Services

The Board of Education would be interested in other services your firm could provide to assist them in recruiting and selecting a new Superintendent.

Required Format

In order to expedite the committee's review of a firm's proposal, please provide the following information in the order listed below.

1. A Letter of Transmittal signed by a principal of the lead firm, not to exceed two (2) pages, describing in narrative form your firm or team and its qualifications, and why you believe yours is the best for this project.
2. Statement of Qualifications to include, but not necessarily limited to the following:
 - 2.1 Name and address of your firm. Also, indicate who will be the primary person(s) for this project and provide a phone number, fax number and Email address that the Committee may use to issue further information;
 - 2.2 A narrative description of your proposal including how your firm intends to approach the assignment and the background/qualifications of the principals to be involved in this proposal;
 - 2.3 Similar searches that your firm has been involved with within the past five years;
 - 2.4 A timeframe required to complete the search;
 - 2.5 List of three (3) references from similar searches;
 - 2.6 Schedule of pricing of services both standard and optional.

The North Stonington Board of Education does not discriminate in any of its programs or activities on the basis of race, color, religious creed, age, marital status, national origin, sex, sexual orientation, genetic information, physical handicap or disability (in accordance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1991 and applicable state laws).

Submissions must be delivered prior to February 6, 2026, at 3:00 p.m. to:

Christine Wagner, Chairperson
North Stonington Board of Education
298 Norwich-Westerly Rd
North Stonington, CT 06359

Envelope must be marked "Superintendent's Search Proposal"

Mode of Selection

Selection will be based upon demonstrated ability to conform to scope of search criteria, experience conducting similar searches, and pricing. The North Stonington Board of Education reserves the right to reject any consultant/firm offering services which, in its opinion, do not meet the standard or quality established by the Information Packet.