

**WASHINGTON STATE SCHOOL DIRECTORS' ASSOCIATION
OLYMPIA, WASHINGTON**

**REQUEST FOR QUALIFICATIONS:
WSSDA Executive Director Search Consultant
RFP NO. 2024-015**

**QUESTIONS AND ANSWERS
Issued March 19, 2024**

BACKGROUND:

This RFQ was issued on March 6, 2024, and submissions will be due March 27, 2024. It was posted to WSSDA's contracting opportunities Web page and disseminated via the State of Washington Electronic Business Solutions (WEBS) system to potential vendors. In addition, notice of the RFQ opportunity was communicated on March 6, 2024 and March 13, 2024 in the Seattle Daily Journal of Commerce.

This package of Questions and Answers is being shared with organizations that sought clarification on the RFQ .

THIS PACKAGE INCLUDES QUESTIONS AND ANSWERS REGARDING:

- A. Objective and Scope of Work**
- B. Proposal Contents**

A. Purpose and Background

1. Why is the executive director leaving WSSDA, and what is the departure date?

Our current executive director is leaving WSSDA to pursue an opportunity with an education partner. This position will expand their role in troubleshooting and problem solving for K-12 public education issues. The new position starts on July 1, 2024, so their last day with WSSDA is expected to be June 30, 2024.

2. With the upcoming transition, how would you describe the culture of WSSDA and readiness for change.

WSSDA has a great culture where the employees enjoy coming to work. Even with the departure of the executive director, there is still strong leadership in the organization among its staff and board.

3. Do you anticipate any internal candidates or other closely related parties?

The nature of K-12 public education produces a tight-knit network among the various education stakeholders. There is a high likelihood that we may receive applications from current employees, former employees, employees from education partners, and WSSDA members who are, or have served on our committees or board.

4. Does the Board have a budget for the search process?

This was not expected, so an executive search was not included as part of the 2024 budget. However, the board realizes this investment in WSSDA's future.

5. When was the last time the salary for this position benchmarked?

The salary for the executive director's position has not recently been compared with the salary of similar positions from comparable organizations. However, the salaries of all other positions were last evaluated in November of 2022.

Proposal Contents

1. Is WSSDA looking for the lowest-cost bid or the best value bid?

WSSDA is seeking the best value for the organization from proposals.