



Head of School Search Committee
St. Richard's School
33 East 33rd Street
Indianapolis, Indiana 46205

October 17, 2007

To: Members of the St. Richard's Parent Organization

The Head of School Search Committee is continuing its work to find our school's next leader.

As a reminder, the following skills and experiences are priorities to be sought in our Head of School: strategic planning for the future/visioning; financial management/ stewardship of resources; enhancing admissions and enrollment; improving communication among all stakeholders; fund raising; partnering with the board to set the agenda; nurturing the school community's culture and values; and managing image/community relations.

The deadline for applicants has now passed after the job description was posted on the St. Richard's School website for more than four months. During that time, the Search Committee implemented a marketing program to attract applicants for the position. We advertised and marketed the job description in a wide variety of media and to a number of organizations. Also of note is that, based on his experience in independent and Episcopal education, Interim Head of School Peter Cheney has contacted potential candidates resulting in a number of high quality applicants.

Finalists for the position are being scheduled to make campus visits. It's the committee's plan to make the campus visits of the finalist candidates as inclusive of the school community's constituencies as possible, including a Parent Organization meeting with each candidate. More information will be forthcoming.

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Based partly on the feedback from the campus visits along with data collected through interviews and reference checks, the Search Committee will propose a candidate to be hired by the Board of Trustees after deep reference and background checks are performed. Our goal is to hire our new head of school by the start of the school Christmas break in December. The new Head of School will be hired with a starting date of July 1, 2008.

Please join me thanking the members of the committee for their continuing dedicated service to our school: Mrs. Emily Burke, Parent Organization; Mr. Peter Connallon, Lower School faculty; Mr. Jeff Gramman, Middle School faculty; Mrs. Karen Guess, Early Childhood faculty; The Reverend Tom Kryder-Reid, Trinity Episcopal Church; Dr. Una Okonkwo Osili, current parent, Mrs. Marya Jones Overby, alumna; Mr. George Plews, SRS Foundation; Mrs. Jody Root, current parent; Mrs. Libby Scott, Trinity Episcopal Church; Mrs. Abby Williams, school administration; and Mrs. Judy L. Woods, former parent. Special thanks to Nola Perkins for her support of the Search Committee and its administrative needs. We have also been greatly aided by the support, assistance and counsel of Interim Head of School Peter Cheney.

As you can see, there are 8 current and former parents on the committee ensuring very clear parent input into this critically important process.

I am sure you will continue to support the Search Committee members with your prayers, support, advice and your understanding of the frequently confidential nature of the work of the committee.

Please direct your questions, suggestions and comments on the search process to me at marchesani@lilly.com or by telephone at 317.457.9851.

Sincerely,

A handwritten signature in cursive script that reads "Bob Marchesani . . .".

Bob Marchesani
Chairman, Head of School Search Committee