



Programs of the Western Pennsylvania School for the Deaf

Donald E. Rhoten, *Chief Executive Officer*

WESTERN PENNSYLVANIA
SCHOOL FOR THE DEAF

300 East Swissvale Avenue
Pittsburgh, PA 15218-1469
www.wpsd.org

August 17, 2015

Dear Don,

I speak for the entire WPSD Board of Trustees when I tell you that we didn't want this day to come. In fact, we've discussed ways to convince you to work for another twenty two years (or at least another two)! With that said, we understand that it is your desire to retire from your position as the Chief Executive Officer for the Programs of the Western Pennsylvania School for the Deaf effective June 30, 2016.

You have made an incredible impact on this organization. WPSD has changed so much since you arrived with Cathy and the boys in July of 1993. Your vision and leadership is the reason we are now able to serve so many deaf and hard of hearing children and their families across the entire state. All of your accomplishments are too numerous to list in this letter but we will enjoy celebrating your career at WPSD during the upcoming school year. We will also take this opportunity to celebrate Cathy's contributions to WPSD. Despite her previous 'retirement', her continued commitment and impact on the school has been significant.

In anticipation of your announcement to retire, the WPSD Board of Trustees formed a Search Committee several months ago. This committee is comprised of nine of our board members (listed below), of which I am the Chairperson. We decided to hire a search consulting firm to guide us through the process of finding your successor. After an extensive RFP and subsequent interview process, we selected Littleford & Associates, LLC as our search firm. Littleford & Associates has completed a job profile for the position and will begin distributing it this week. We will ensure a broad distribution of the profile to identify all interested and qualified candidates.

Additionally, the Search Committee has decided to form three advisory committees to assist us in the process: an Alumni Advisory Committee, a Parents Advisory Committee and a Staff Advisory Committee. Each of these committees will consist of five individuals who will be able to represent the interests of their cohorts and provide feedback to the Search Committee. The advisory committees will have the opportunity to meet with each of the final candidates for the position and provide us with feedback. Of course, the ultimate hiring decision will be made by the Board of Trustees.



THE SCRANTON SCHOOL
for Deaf & Hard of Hearing Children



Don, you will be leaving big shoes to fill (both literally and figuratively)! We know that finding the right person to follow your footsteps in leading WPSD will be a challenge, but we are confident that we will be able to do so. After all, we always remember, and never forget... WPSD is #1! We hope to announce your successor early in 2016 with an anticipated start date of July 1, 2016.

The WPSD Board of Trustees is forever grateful for your leadership and friendship.

Sincerely and with gratitude,

Melissa Scheffler
President, WPSD Board of Trustees
Search Committee Chair

Search Committee Members:

Denise Brown
Laurel Echavarria
Dean Kartsonas
Angelo Martini Sr.
Chris McCrady
Leo McGowan
Harold Mowl
Grace Shirk-Emmons