

OFFICIAL TIMELINE FOR SUPERINTENDENT SEARCH

Preliminary Phase	
June 23, 2022	District receives proposal
June 30	Board selects firm and approves contract
June 30	Initial Meeting with the Board; Board determines characteristics, skills & qualities desired in new Superintendent; publicly announces timeline and procedures (Open and Closed Session; approx 3 hours total)

Community Engagement	
August 25	Consultants confer with staff and community designated by the Board to receive input
August 25 - September 8	Online survey dates

Advertisement and Recruitment	
Late August/Early September	Consultants identify potential candidates; development and posting of recruitment materials and position description
September 5 and 19	Advertising and active recruitment; Ad appears in EdCal (Two consecutive publications)

Applications/Interviews and Selection	
September 29, 5:00 pm	Deadline for applications
Early October	Consultants complete comprehensive reference and background checks on applicants
October 20	Board confers with consultants, reviews all applications, selects candidates to be interviewed and finalizes interview questions (Closed Session; approx 2 hours)
November 1	Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)
Early November (As soon as practicable following interviews)	Board completes the validation process of the leading candidate and makes final determination

Contract Approval/Start Date	
November 15	Board approves Superintendent contract at a regularly scheduled board meeting
January 2023 (as mutually agreed)	New Superintendent begins