



SUPERINTENDENT SEARCH TIMELINE

Approved 02-05-18

BANTA ELEMENTARY SCHOOL DISTRICT SUPERINTENDENT SEARCH 2018

Note: *Blue italicized text* indicates Board Participation

DEC 2017	December 11	District receives proposal
	December 14	<i>Proposal Presentations / Board Selection</i>
JAN-MAR 2018 Phases 1-4	February 5	<i>Board meets with consultants and determines characteristics, skills & qualities desired in a new superintendent; Board publicly announces timeline and procedures for superintendent selection</i>
	February 20-23	Consultants meet with staff and community designated by Board to receive input; Online survey is posted to district website from February 19-March 2
	January-March	Consultants identify potential candidates Development and posting of recruitment materials and Position Description
	February 26, March 6	Advertising and active recruitment Ad appears in AASA and <u>EdCal</u> , (Two consecutive publications)
APRIL 2018 Phase 5	April 2, 5:00 PM	Deadline for applications
	April	Consultants complete comprehensive reference and background checks on applicants
	April 19	<i>Board meets with consultants, reviews all applications and selects finalists to be interviewed</i>
MAY – JUNE 2018 Phases 6-8	May 10	<i>Board interviews finalists</i>
	TBD	<i>Board completes validation visit of leading candidate's community and makes final determination on selected candidate.</i>
	June 14	<i>Board approves superintendent contract at a regularly scheduled board meeting</i>
JULY 2018 Phase 9	July 1 (or as mutually agreed)	New superintendent begins