



## OFFICIAL TIMELINE

(Flexible based on Board direction)

### Columbia Union School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

<b>NOVEMBER 2022</b> Preliminary Phase	November 2	District receives proposals
	November 8	<i>Proposal Presentations / Board Selects Firm</i>
<b>NOVEMBER - DECEMBER 2022</b> Community Engagement	November 17 (Special Mtg)	<i>Initial Meeting with the Board; Board determines characteristics, skills &amp; qualities desired in new superintendent; publicly announces timeline and procedures (Open and Closed Session; approx 3 hrs total)</i>
	December 5 - 16	Online survey dates
	December 12 - 14	Consultants confer with staff and community designated by the Board to receive input
<b>DECEMBER 2022 - JANUARY 2023</b> Advertisement and Recruitment	End of December	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	December 5	Advertising and active recruitment; Ad appears in <u>EdCal</u> and immediately online
	<b>January 13 5:00 PM</b>	<b>Deadline for applications</b>
<b>FEBRUARY - MARCH 2023</b> Interviews and Selection	Early February	Consultants complete comprehensive reference and background checks on applicants
	February 15 (Special Mtg)	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 3 hours)</i>
	March 3 (Special Mtg)	<i>Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)</i>
<b>APRIL 2023</b> Contract Approval	April 11	<i>Board approves superintendent contract at a <b>regularly scheduled</b> board meeting</i>
<b>JULY 2023</b> Start Date	July 1 (as mutually agreed)	New superintendent begins