

**Pendleton School District
Superintendent Search 2017
Calendar**

<u>Date</u>	<u>Activity</u>
Feb 24, 2017	Post notice of vacancy Open application period Begin candidate recruiting and vacancy advertising
Mar 21	Close application period
Mar 23	Special Board Meeting Screening training (Consultant presents) Present applications to screening committee Begin reviewing applications
Mar 23-Apr 3	Committee and Board review applications (Individual application reviews by screeners)
Mar 27-31	Spring Break
Apr 4-10 (TBD)	Board Meeting Screening results debrief (Consultant facilitates) Select interview candidates Interview training Select interview topics; Set interview schedule
Apr 19-23	Board conducts initial interviews (exact schedule TBD)
Apr 23	Special Board Meeting (TBD - at conclusion of last interview) Debrief interviews (Consultant facilitates) Board selects finalists Reference check training & organization
Apr 24-29	Board members conduct reference checks Consultant conducts reference checks Board members conduct site visits (optional)
May 2-4	Meet & greet” in-district activities for finalists Board conduct 2 nd interviews Debrief 2 nd interviews (Consultant facilitates) Debrief reference checks & site visits Board selects new superintendent
May 5-7	Board negotiates contract with new Superintendent
May 8	Board announces new superintendent selection New superintendent officially offered contract
July 1, 2017	New superintendent begins employment