



SEARCH TIMELINE

(Flexible based on Board direction)

Fort Sage Unified School District Superintendent/Principal Search

Note: *Blue italicized text* indicates Board Participation

JULY 2020	July 6	District receives proposals
	July 15	<i>Proposal Presentations / Board Selects Firm</i>
JULY 2020 – JANUARY 2021 Phases 1-4	July 30	<i>Board has Zoom meeting with consultant and determines characteristics, skills and qualities desired in a new superintendent/principal; Board publicly announces timeline and procedures for superintendent/principal selection</i>
	Late August	Consultant holds Zoom Meeting with staff and community designated by the Board to receive input; Online survey is posted to the district website
	August - January	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	Dec 7 & Jan 11	Advertising and active recruitment; Ad appears in <u>EdCal</u> , (Two consecutive publications)
JANUARY 2021 Phase 5	January 18, 5:00 PM	Deadline for applications
	January	Consultants complete comprehensive reference and background checks on applicants
	January 29	<i>Board confers with consultant via Zoom, reviews all applications and selects finalists to be interviewed</i>
FEBRUARY 2021 Phases 6-8	February 5	<i>Board interviews finalists</i>
	Week of Feb 8	<i>OPTIONAL: Board completes the validation process and makes a final determination on selected candidate.</i>
	February 17	<i>Board approves superintendent/principal contract at a regularly scheduled board meeting</i>
MARCH 2021 Phase 9	As mutually agreed	New superintendent/principal begins