

Superintendent Search Process (RFP to selected firms)

Goal: Streamlined process to minimize timeline for search firm selection so Board can get started and focus on search process. Special Meetings may be called to shorten district approval processes.

Proposed Calendar

February 18, 2016 (Regular Board Meeting)	Board creates ad-hoc committee to develop RFP and coordinate with staff on firm selection process Board give direction on firm selection process including calendar, timelines and screening/selection process
February 19, 2016 - February 25, 2016	Staff works with ad-hoc developing RFP and prospective firms list
February 25, 2016	RFP mailed and emailed to prospective search firms. RFP posted on the District's website.
March 2, 2016	Last day for questions from companies no later than 3:00 PM local time.
March 3, 2016	Responses to RFP due at 3:00 PM local time.
March 4-11, 2016 (ad-hoc committee)	Initial screening of proposals and selection of finalists.
March 17, 2016 (Regular Board Meeting) or Special Board Meeting earlier in the week.	Presentations and Interviews – a 15-20 minute presentation plus time for questions, at a public board meeting.
March 17, 2016 or Special Board Meeting earlier in the week.	Board approval of search firm
2 months (March-May)	Search and appointment process with search firm and board approvals
Early July	New Superintendent