



## OFFICIAL TIMELINE

(Flexible based on Board direction)

### Salida Union School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

<b>FEBRUARY 2024</b> Preliminary Phase	February 27	District receives proposals
	February 29	<i>Proposal Presentations / Board Selects Firm</i>
<b>MARCH 2024</b> Community Engagement	March 6	<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>
	March 8-20	Online survey dates
	March 14	Consultants confer with staff and community designated by the Board to receive input
<b>MARCH/APRIL 2024</b> Advertisement and Recruitment	March	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	March 18 and 25	Advertising and active recruitment; Ad appears in <u>EdCal</u> , (Two consecutive publications)
	<b>April 3, 5:00 PM</b>	<b>Deadline for applications</b>
<b>APRIL/MAY 2024</b> Interviews and Selection	April	Consultants complete comprehensive reference and background checks on applicants
	April 23	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 2-3 hours)</i>
	May 4	<i>Board interviews candidates; selects finalist(s) (Closed Session; <b>all-day</b> meeting)</i>
<b>MAY 2024</b> Contract Approval	as soon as practicable following interview	<i>Board completes the validation process of the leading candidate and makes final determination</i>
	May 21, 2024	<i>Board approves superintendent contract at a <b>regularly scheduled</b> board meeting</i>
<b>JULY 2024</b> Start Date	July 1 (as mutually agreed)	New superintendent begins