



## SEARCH TIMELINE

### Kentfield School District Superintendent Search 2019-20

#### TIER 1 (Updated 12-19-19)

Note: *Blue italicized text* indicates Board Participation

SEP - OCT 2019	September 12	District receives proposals
	October 15	<i>Proposal Presentations / Board Selects Firm</i>
DEC 2019 – FEB 2020 Phases 1-4	December 19	<i>Board meets with consultants and determines characteristics, skills and qualities desired in a new superintendent; Board publicly announces timeline and procedures for superintendent selection</i>
	January 21	Consultants meet with staff and community designated by the Board to receive input; Online survey is posted to the district website Jan 10-23
	February 3	Consultants prepare report summarizing findings from stakeholder/community input and develop draft position description; <i>Board meets with consultants and receives findings</i>
	Early to Mid-February	Board determines next steps

#### TIER 2 (Updated 02-03-20)

Note: *Blue italicized text* indicates Board Participation

FEB – MAR 2020 Phases 5	February	Consultants identify potential candidates; develop and posting of recruitment materials
	February 10 and 24	Advertising and active recruitment; Ad appears in <u>EdCal</u> . (Two consecutive publications)
	<b>March 6, 5:00 PM</b>	<b>Deadline for applications</b>
	March	Consultants complete comprehensive reference and background checks on applicants
MARCH 2020 Phase 6	March 31	<i>Board meets with consultants, reviews all applications and selects finalists to be interviewed</i>
APRIL 2020 Phases 7	April 17-18	<i>Board interviews finalists</i>
APR - MAY 2020 Phases 8	Week of April 20	<i>Board completes the validation process and makes a final determination on selected candidate.</i>
	May 12	<i>Board approves superintendent contract at a <b>regularly scheduled</b> board meeting</i>
JULY 2020 Phases 9	July 1 (or as mutually agreed)	New superintendent begins