

Pendleton School District Superintendent Search Calendar

2021-2022

12-14-21

Approved by the Board on 12-23-21

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| December 23, 2021 | <p>Board approves search plan and timeline</p> <ul style="list-style-type: none"> • Preannouncement posted on Will post on WASA, WSSDA and other educational Professional websites |
| January 4, 2022 | <p>Leadership Profile Survey on web, English and Spanish</p> <ul style="list-style-type: none"> • Provides for input from all stakeholders • Survey ends January 14th <p>Position on web site and other recruitment activities begin</p> <ul style="list-style-type: none"> • Will post on WASA, WSSDA and other educational Professional websites |
| January 19-20, 2022 | <p>Focus group meetings with stakeholders selected by Board</p> <ul style="list-style-type: none"> • Personal Characteristics and Professional Qualifications • Individual Board members, Classified and Certificated Staff, Students, community members, Central Office, Building Administrators |
| January 26, 2022 | <p>Focus group report to the Board</p> <ul style="list-style-type: none"> • Professional Qualifications and Personal Characteristics identified and approved by the Board • This can be a work session • Brochure completed • Board approval of Brochure |
| January 27, 2022 | <p>Vacancy announcement emailed to 3500+ nationwide</p> |
| February 14, 2022 | <p>Mid-search report / preparation for interview phase</p> <ul style="list-style-type: none"> • This can be a work session |
| March 4, 2022 | <p>Application deadline</p> |
| March 10, 2022 | <p>Screening report to board</p> <ul style="list-style-type: none"> • Executive session with board and NWLA consultants • Select 5-6 candidates to be invited for preliminary interviews • Work Session with board on Preliminary Interviews • Executive Session |

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| March 29 - 30, 2022 | <p>Preliminary interviews</p> <ul style="list-style-type: none"> • 50 minute interviews with 10 minute break between • Questions to be developed by NWLA; reviewed and revised by board • Executive Session to determine finalists will be held following final interview to select finalists |
| April 4 - 6, 2022 | <p>Final interviews</p> <p>Schedule to be developed, but will include:</p> <ul style="list-style-type: none"> • Meetings with community and staff • Interview with superintendent candidate and board in Executive Session • Format to be developed by NWLA, and approved by board |
| April 11-15, 2022 | Possible Selected Site Visit(s) |
| April 7, 2022 | <p>Earliest Announcement of selected candidate</p> <ul style="list-style-type: none"> • Final background checks completed • Contract negotiations completed |
| April 7, 2022 | <p>Contract to be offered and signed</p> <ul style="list-style-type: none"> • Regular board meeting • Offer to be pre-negotiated by consultants |
| July 1, 2022 | Selected superintendent assumes position |