



Invitation to Apply for Interview Observer Panel

The Pendleton School District Board of Directors is seeking individuals to serve on the **Superintendent Interview Observer Panel** to observe the preliminary interviews of candidates for superintendent of the Pendleton School District.

The interviews will be held on **Tuesday, March 29** and **Wednesday, March 30, 2022** starting at 4:00 p.m. While the School Board will be conducting the interviews, each member of the Interview Observer Panel will have the opportunity to listen and individually provide input to the Board on each candidate's responses. The input will help the Board select candidate finalists to return for Final Interviews for the superintendent position.

For the Board to gain the best possible information about each candidate, panelists must be able to attend **BOTH** days of interviews. Please plan to arrive at 3:30 p.m. for the orientation prior to the interview that will begin at 4:00 p.m. There could be three to four interviews each day, with the last interview ending as late as 9:00 p.m. A light dinner will be provided both evenings.

The Board of Directors intends to invite 9 Pendleton School District employees and 9 community members to serve on the Interview Observer Panel. Community members interested in being considered for inclusion on the panel should submit an application for the Superintendent Search Interview Observer Panel.

Observer Panel Application Forms are available three ways:

- 1 On the District's website at <https://pendleton.k12.or.us/superintendent-search/>
- 2 Pick up a paper copy at:
Pendleton School District Office
107 NW 10th Street
Pendleton, OR 97801
- 3 Contact Ronda Thornburg at (541-276-6711) or rthornburg@pendletonsd.org

Completed applications are to be returned to the Pendleton District Office or by email to rthornburg@pendletonsd.org

by 3:00 p.m. on Friday, March 4, 2022.

The Board will review all applications and will attempt to appoint 9 community members who represent a balance of viewpoints and interests. All candidates will be notified on their selection or non-selection by Wednesday, March 16, 2022.

Sincerely,
Lynn Lieuallen
Chair, Board of Directors