



Croton – Harmon UFSD

PROPOSED SUPERINTENDENT SEARCH TIMELINE

APPROXIMATE DATES/DEADLINES	ACTIVITY
September 2017	<ul style="list-style-type: none">• Planning Session – Board and Consultant
October 2017	<ul style="list-style-type: none">• Gather Input – Staff, Parents, Community• Establish Search Criteria• Develop Recruitment Brochure• Prepare Advertisements
October - November 2017	<ul style="list-style-type: none">• Internal Posting• Advertise• Mailing to Universities and Others
November - December 2017	<ul style="list-style-type: none">• Screening /Interviewing by Consultants• Credential Verification and Preliminary Reference Checking
December 22, 2017	<ul style="list-style-type: none">• Applications Close
Early January 2018	<ul style="list-style-type: none">• Meeting of Board and Consultant to Select Semifinalists• Set Interview Dates/Procedures
Mid-January 2018	<ul style="list-style-type: none">• First Semifinalist Interviews by Board• Establish Finalists
January - February 2018	<ul style="list-style-type: none">• Background check: Financial, Criminal, Educational all Finalists• Committee Finalist Interviews• Second Interviews by Board• Selection of Final Candidate
February 2018	<ul style="list-style-type: none">• Site Visit• Contract Negotiation Finalized
February – March 2018	<ul style="list-style-type: none">• Agreement Signed with New Superintendent• Board Appoints Superintendent effective on or about July 1