



## SEARCH TIMELINE

### Live Oak School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

<b>MARCH 2024</b> Preliminary Phase	March 19	District receives proposals
	March 27	<i>Proposal Presentations / Board Selects Firm</i>
<b>APRIL 2024</b> Community Engagement	April 8 (Special Mtg)	<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>
	April 9-19	Online survey dates
	April 15 & 18	Consultants confer with staff and community designated by the Board to receive input
<b>APRIL-MAY 2024</b> Advertisement and Recruitment	April-May	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	April 8 and 15	Advertising and active recruitment; Ad appears in <u>EdCal</u> , (Two consecutive publications)
	<b>May 6, 5:00 PM</b>	<b>Deadline for applications</b>
<b>MAY 2024</b> Interviews and Selection	May	Consultants complete comprehensive reference and background checks on applicants
	May 13 3:00 p.m. (Special Mtg)	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 3 hours)</i>
	May 19 Panel Interviews May 20 Board Interviews (Special Mtg)	<i>Panel Interviews &amp; Board interviews candidates; Board selects finalist(s) (Closed Session; all-day meeting)</i>
<b>MAY-JUNE 2024</b> Contract Approval	Week of May 27	<i>Board completes the validation process of the leading candidate and makes final determination</i>
	June 12	<i>Board approves superintendent contract at a <b>regularly scheduled</b> board meeting</i>
<b>JULY 2024</b> Start Date	July 1, 2024 (as mutually agreed)	New superintendent begins