



SEARCH TIMELINE

Jefferson Elementary School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

FEBRUARY 2026 Preliminary Phase	February 18	District receives proposals
	February 20	<i>Proposal Presentations / Board Selects Firm</i>
MARCH 2026 Community Engagement	March 3 (Special Mtg)	<i>Initial Meeting with the Board; Board determines characteristics, skills & qualities desired in new superintendent; publicly announces timeline and procedures (Open and Closed Session; approx. 3 hrs. total)</i>
	March 13-23	Online survey dates
	March 18 (In person) March 19 (Zoom)	Consultants confer with staff and community designated by the Board to receive input
MARCH-APRIL 2026 Advertisement and Recruitment	March-April	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	March 16 and 23	Advertising and active recruitment; Ad appears in <u>EdCal</u> , (Two consecutive publications)
	April 9, 12:00 Noon	Deadline for applications
APRIL-MAY 2026 Interviews and Selection	April-May	Consultants complete comprehensive reference and background checks on applicants
	May 7, 3:00 pm (Special Mtg)	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx. 3 hours)</i>
	May 15 (Special Mtg)	<i>Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)</i>
MAY 2026 Contract Approval	tbd	<i>Board completes the validation process of the leading candidate and makes final determination</i>
	June 16	<i>Board approves superintendent contract at a regularly scheduled board meeting</i>
JUNE 2026 Start Date	July 1 (as mutually agreed)	New superintendent begins

BOE 03-03-26; 03-09-26 deadline time; 03-18-26 June Reg Mtg