

**SUGGESTED TIMELINE FOR FILLING
SUPERINTENDENT VACANCY**

Activity	Deadline
Initial Meeting with Board of Education	3/22/18
Second Meeting with Board of Education	3/28/18
Content of Vacancy Announcement Finalized	4/6/18
Vacancy Announcement Printed and Sent Out	4/9/18
Work session	Week of 5/14/18
Work session	TBD
Deadline for Receipt of Applications	5/4/18
Preliminary Interviewing, reference checking and compilation of list to be submitted to the Board by Mr. Frame	Week of 5/7/18
Board of Education sort/selects candidates	5/15/18
Initial Interviews Completed by the Board of Education	Week of 5/29/18
Final interviews by Board of Education	5/31/18 – 6/8/18
Site Visit (optional)	N/A
Position offered to successful candidate	TBD
Candidate Appointed by Board of Education	TBD
Candidate Assumes Duties	7/1/18