

TASK	RESPONSIBILITY/DECISIONS	DATE(S)
Initial meeting Discussion of Search Process: Timeline Application Procedure Search Committee Salary range	School Board and NESDEC	October 13, 2011
Approve Ad and Announcement	NESDEC prepares/ School Board approves	October 20, 2011
Distribute announcement/ post vacancy on web sites. Advertise?	NESDEC	November 1, 2011
School Board meeting to discuss screening comm. and plan for focus groups	School Board and NESDEC	October 25
Recruitment	NESDEC	October - December
Focus Groups	NESDEC	November 7 - 10 November 14 - 16
Focus Group Report Focus Group Report Next Steps	NESDEC School Board decisions	November 30 December 5, 2011
Application Deadline		December 21, 2011
Screening Committee workshop: review candidates/ develop questions/ organize schedule	NESDEC/ Screening Committee	Jan 3 and 5, 2012
Interview candidates	Screening Committee	Jan 9 - 12
Select candidates to forward to School Board.	Screening Committee and NESDEC	Jan 12
First Agreement in Principle	NESDEC	Jan 10, 2012
Announcement of Candidates to forward to School Board	School Board	January 16, 2012
School Board Workshop	NESDEC / School Board	January 16, 2012
Candidate visits to district and School board interviews	School Board	January 23 -26
School Board decisions about next steps: site visits/ telephoning/ etc.	School Board	January 30, 2012
Second Agreement in Principle	NESDEC	January 26 , 2012
Site visits/ telephoning, etc	School Board with NESDEC support	January 30 - Feb 3, 2012
Superintendent selection	School Board	February 6
Contract Negotiations	School Board	February 7 - 15
Superintendent start date		July 1, 2012