

Laytonville Unified School District

***Draft* Superintendent Search Timeline**

November 19	MCOE Approves Employment Agreement
December 6	Presentation to Board Board agrees with search process
December 7	Communications sent to families, community members, employees regarding search process Survey link sent; survey opens
December 13	Board meeting – Board gives Scott direction regarding Open vs. Confidential interview process; all board members okay with suggested timeline, ESPECIALLY February 16 Special Meeting and February 24-26 interviews
December 15	Dr. Mahoney meets with employees, parents, trustees, and community members to gather input regarding desired Professional Qualifications and Personal Attributes (district provided interpreters and translators if needed) IN-PERSON
December 20	Dr. Mahoney meets with employees, parents, and community members to gather input regarding desired Professional Qualifications and Personal Attributes (district provided interpreters and translators if needed) ZOOM
January 4	Ad sent to ACSA for publishing in EDCAL
January 6	Board update
January 7	SurveyMonkey Survey closes
January 10	Application period opens Edjoin period opens on Edjoin First EDCAL ad published 800 email ads sent to educational leaders across California
January 24	Second Ad published in EDCAL
February 3	Board update in Open Session Closed session for discussion of potential contract provisions
February 10	Deadline for Applications

February 11-13	Screening by professional screening committee
February 16	Candidates presented to Board in Closed Session – Special Meeting – 3 hours
	Board selects candidates to interview
February 24-26	First and final interviews in Closed Sessions IN-PERSON
	Board identifies finalist(s)
February 26- March 4	Reference checking, background check Contract negotiations Site visit(s)
March 3	Contract approval at Regular Board Meeting Announcement to employees and community
March – June	Transition activities
July 1	Start date