



Peekskill CSD



DRAFT SUPERINTENDENT SEARCH TIMELINE

APPROXIMATE DATES/DEADLINES	ACTIVITY
August 2017	<ul style="list-style-type: none"> • Planning Session – Board and Consultants
September 2017	<ul style="list-style-type: none"> • Gather Input – Staff, Parents, Community • Establish Search Criteria • Develop Recruitment Brochure • Prepare Advertisements
October - November 2017	<ul style="list-style-type: none"> • Internal Posting • Advertise • Mailing to Universities and Others
November - December 2017	<ul style="list-style-type: none"> • Screening /Interviewing by Consultants • Credential Verification and Preliminary Reference Checking
December 22, 2017	<ul style="list-style-type: none"> • Applications Close
Early January 2018	<ul style="list-style-type: none"> • Meeting of Board and Consultants to Select Semifinalists • Set Interview Dates/Procedures
Mid-January 2018	<ul style="list-style-type: none"> • First Semifinalist Interviews by Board • Establish Finalists
January - February 2018	<ul style="list-style-type: none"> • Background check: Financial, Criminal, Educational all Finalists • Committee Finalist Interviews • Second Interviews by Board • Selection of Final Candidate
February 2018	<ul style="list-style-type: none"> • Site Visit • Contract Negotiation Finalized
February – March 2018	<ul style="list-style-type: none"> • Agreement Signed with New Superintendent • Board Appoints Superintendent effective on or about July 1