NORTH ROSE-WOLCOTT CENTRAL SCHOOL SUPERINTENDENT SEARCH
CALENDAR OUTLINE - DRAFT

	ACTION ITEM	PERSON RESPONSIBLE	DATE	DONE
1	Meeting with Board of Education - Overview Brochure (sample timeline, etc.)	Scott Bischoping	7/15/14	
2	Board Resolution to Appoint D.S. as Search Consultant	North Rose-Wolcott BOE	7/15/14	
3	Informational Meeting with Faculty & Staff	Scott Bischoping Marla Iverson	9/5/14	
4	- Complete Brochure, Submit Vacancy Notice & Various Ads - Update Superintendent Job Description	Shannon Marshall	7/22/14	
5	Applications Close		9/12/14	
6	Paper Screening of Applicants	Scott Bischoping	9/17/14	
7	- Review Applicants with the Board - Board Narrows to 6 Semi-Finalists	North Rose-Wolcott BOE Scott Bischoping Marla Iverson	9/17/14	
8	Develop Round #1 Board Questions	Scott Bischoping Board Members	9/17/14	
9	Selection of Stakeholder Committee Completed	District	10/01/14	
10	- Round #1 Interviews with Board at the School - Two Candidates per Night – 6:30-10:00 p.m. - Narrow to 3 Candidates on 10/09	North Rose-Wolcott BOE Scott Bischoping	10/07/14 10/08/14 10/09/14	
11	Round #2 Question Development with: a) Elementary, Middle School, High School, Administration, Support Staff, Community and High School Students Interview Teams (6-8 people in each group), 3-5 p.m b) Reference check meeting with Teacher Union President, Support Unit President, Superintendent, 5 p.m. c) Board, 6-7 p.m.	Scott Bischoping Interview Teams North Rose-Wolcott BOE	10/15/14	
12	Round #2 Full Day Interviews - 1 Candidate Each Day - Refer to Schedule of Activities	Interview Teams North Rose-Wolcott BOE	10/21/14 10/22/14 10/23/14	
13	Board Selects Finalist	North Rose-Wolcott BOE	10/23/14	
14	Board Does a District Visit, if necessary	North Rose-Wolcott BOE (sub group)	10/29/14	
15	Offer Presented and Contract Negotiations Completed	North Rose-Wolcott BOE School Attorney	11/05/14	
16	Board Meeting to Make Appointment	North Rose-Wolcott BOE	11/05/14	
17	Formal Press Release		11/05/14	
18	New Superintendent Start Date		01/05/15	