

Sturgis Preliminary Search Committee Timeline

GOAL: To have permanent director named and contract signed by mid-February.

Nov. 1st

- Search Committee members named.

Nov. 1st to 10th

- Meet with staff to determine goals: Staff generated guiding questions and director skill-set to help development of director job description.

Nov. 13th

- Progress report to the Board and opportunity for the Board to review questions and criteria. Give Board input about qualifications, job description, salary range, etc.

Nov. 17th

- Parent forum to discuss and take parent input.
Search Committee to finish job description and start advertising.

Dec.

- Review resumes and decide whom to interview. Develop interview criteria and schedule.

Jan.

- Begin interview and site visit process.
Schedule and execute director interview days.

Feb.

- Recommend two or three candidates to full Board. The Board votes to hire director.