



Superintendent Search Timeline

(NOTE: Timeline is subject to change as determined by the Board of Trustees / Search Committee)

Completed	<p>Advertisements posted (application period begins) NOTE: Superintendent Search Committee members begin receiving candidate applications as received via HR Portal.</p> <p>Superintendent Search Committee meeting to review: Roles and responsibilities of Search Committee related to conducting reference checks - screening guide - Sunshine Law & Public records - receipt of applications</p> <p>Advertisements close</p> <p>Superintendent Search Committee meeting to conduct initial scoring of applications and identify top candidates.</p> <p>The board receives the names of the top 10 applicants. request video responses from top 10 candidates <u>Note</u>: Responses received not later than May 2, 2025.</p>
May 2, 2025	<p>Board members receive video responses from top candidates via electronic communication from HR</p>
Week of May 12, 2025	<p>Special Board Meeting to identify 5 finalists and schedule finalists for in person interviews.</p> <p>Interviews for the week of May 26, 2025 (First Baptist).</p>
Week of May 26, 2025	<p>Board of Trustees conducts finalist's one-on-one interviews – (First Baptist 10:00am – 5:30 p.m. – May 29th) Additionally, Community Meet and Greet (Lake Wales Arts Center – May 28th at 5:30 p.m. – 6:30 p.m.).</p>
Week of June 2, 2025	<p>Board of Trustees Special Work Session and Special Board Meeting to select the new Superintendent, and begin our contract negotiations - TBD (Lake Wales High School – 4:00 p.m.)</p>
June 16, 2025	<p>Board of Trustees Work Session (4:00 p.m.) and Board Meeting (5:30 p.m.) to approve contract of the new Superintendent (Lake Wales High School).</p>