



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 June 2, 2025 (Location to be decided.)</p>
Week of June 2, 2025	<p>Board of Trustees conducts finalist's one-on-one interviews – (Location and Time TBD) Additionally, school/community tours for finalists and a community meet and greet if desired by the Board of Trustees.</p>
Week of June 9, 2025	<p>Board of Trustees meeting to select new Superintendent and begin contract negotiations (Lake Wales High School – 5:30 p.m.)</p>
Date TBD	<p>Board of Trustees meeting to approve contract of new Superintendent (Lake Wales High School – 5:30 p.m.)</p>