

Pulaski Community School District Suggested Superintendent Search Timeline

Timeline items may be handled in open or closed session in accordance with Wisconsin open meetings laws

- **November 18th (Wednesday)** - Discuss search timeline and Survey Questions
- **November 23 - December 13, 2015** - Send Survey link out (Social Media, Skylert, PNews, website, Family Folders, Computer in each building for those who don't have access to internet)
- **December 2, 2015 (Wednesday)** – Discuss application questions, essay question, salary range, and job description
- **December 10 - January 13, 2016** - Application period open
- **December 16, 2015 (Wednesday)** - Review Survey Results
- **January 6, 2016 (Wednesday)** - Discuss/ develop interview questions and interview format
- **January 15, 2016 (Friday)** - Trudy will place all completed applications on Box for the board to review. (Trudy will create a Box folder that only the board (and Trudy) have access to)
- **January 27, 2016 (Wednesday)** - Choose candidates to interview
- **February 3, 2016 (Wednesday)** – Review application material of candidates to be interviewed and finalize interview process
- **February 6, 2016 (Saturday)** – 1st round of interviews, identify finalists, divide up reference checks that must be completed by February 10th.
- **February 10, 2016 (Wednesday special meeting)** - Review reference checks that were completed and discuss interview questions for 2nd interviews.
- **February 15, 2016 (Monday)** - 2nd interviews
- **February 17, 2016 (Wednesday)** - Final decision and discussion about contract.
- **February 17 - 27, 2016** - Contract negotiations and offer made by February 27th
- **March 2, 2016 (Wednesday)** - Make announcement of Superintendent

* The above timeline may be modified if circumstances demand.