(Flexible based on Board direction)

Buena Park School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

MARCH 2023 Preliminary Phase	March 3	District receives proposals
	March 6	*Proposal Presentations / Board Selects Firm*
MARCH 2023 **Community Engagement**	March 16 (Special Mtg)	*Initial Meeting with the Board; Board determines characteristics, skills & qualities desired in new superintendent; publicly announces timeline and procedures (Open and Closed Session; approx. 3 hrs total)*
	March 20-31	Online survey dates
	April 3,4,5	Consultants confer with staff and community designated by the Board to receive input
MARCH-APRIL 2023 **Advertisement and Recruitment**	March and April	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	March 20 and 27	Advertising and active recruitment; Ad appears in EdCal, (Two consecutive publications)
	April 14, 5:00 PM	**Deadline for applications**
APRIL-MAY 2023 **Interviews and Selection**	April 15-21	Consultants complete comprehensive reference and background checks on applicants
	May 3 (Special Mtg)	*Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 3 hours)*
	May 20 (Special Mtg)	*Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)*
MAY-JUNE 2023 **Contract Approval**	Week of May 22	*Board completes the validation process of the leading candidate and makes final determination*
	June 12	*Board approves superintendent contract at a* ***regularly scheduled*** *board meeting*
JULY 2023 **Start Date**	July 1 (as mutually agreed)	New superintendent begins