

PROPOSED TIMELINE

(Flexible based on Board direction)

Albany Unified School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

JUNE 2024 Preliminary Phase	June 18	<i>Board Approved Leadership Associates Firm</i>
AUGUST 2024 Community Engagement	August 14 (Special Mtg)	<i>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)</i>
	Aug 16 - 23	Online survey dates
	Aug 20, 21 & 22	Consultants confer with staff and community designated by the Board to receive input
AUG - SEP 2024 Advertisement and Recruitment	Aug/Sept	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	Aug 19 & Sept 2	Advertising and active recruitment; Ad appears in <u>EdCal</u> , (Two consecutive publications) (Click here for publication schedule)
	September 6 5:00 PM	Deadline for applications
SEPTEMBER 2024 Interviews and Selection	Sept 9-13	Consultants complete comprehensive reference and background checks on applicants
	Sept 18 or 19 (Special Mtg)	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 3 hours)</i>
	Sept 28 & 29 (Special Mtg)	<i>Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)</i>
OCTOBER 2024 Contract Approval	Week of Oct 1	<i>Board completes the validation process of the leading candidate and makes final determination</i>
	October 8	<i>Board approves superintendent contract at a regularly scheduled board meeting</i>
NOVEMBER 2024 Start Date	Nov 1 (as mutually agreed)	New superintendent begins