

DESOTO INDEPENDENT SCHOOL DISTRICT
2021 SUPERINTENDENT SEARCH

Superintendent Search Timeline

Goal	Action	Notes	Dates
Adopt Timeline and Community Input Format	Approve Timeline	Board will approve timeline and the methods to gather community data.	12/08/21
Develop Criteria for Application and Superintendent Qualifications	Post and Issue Community Survey	Board will seek input from Community to learn what community is looking for in a Superintendent by issuing a Community Survey.	12/08/21 - 01/21/22
	Post and Issue Employee Survey	Board will seek input from Employees to learn what community is looking for in a Superintendent by issuing an Employee Survey	
	Listening and Learning Tour	Board will host the District-wide Listening and Learning Tour through a series of town-hall meetings to learn what constituents are looking for in a Superintendent.	
Approve Application and Superintendent Qualifications	Approve Application and Superintendent Qualifications	Board will meet to review the data collected from the Community and Employee surveys, as well as the data collected from the focus group meeting with Board Members. After reviewing, Board will conduct a work session with Search Firm to create and approve the Application and the Qualifications they are seeking in a Superintendent.	01/25/22
Open Application and Application Window	Open and Post the Position	Search Firm will post and begin advertising.	01/26/22
	Recruit Applicants	Search Firm will begin recruiting applicants with input from stakeholders.	01/26/22 - 03/11/22
	Application Deadline	Application closes.	03/11/22
Review and Conduct Background Checks and Vetting of Applicants.	Firm will Review Applications and Prepare Material	The firm will begin conducting thorough background checks and a robust vetting process to learn more about the candidates.	03/11/22 - 03/16/22
	Board Review Period to Familiarize with Applicants	The Board will have a formal review period with all the applicants.	03/16/22 - 03/21/22
First Interview	Selection of Candidates	Board will meet to select candidates for first round.	03/23/22
	Interviews	Board will interview candidates.	03/28/22 - 04/01/22
Second Round	Selection of Second Round Candidates	Board will narrow the Search for Second Round Candidates	04/05/22
	Board Conducts Second Round Interviews	Board will interview candidates in person.	04/19/22 - 04/22/22
Selection of Lone Finalist & 21 Day Waiting Period	Selecting Lone Finalist	Board will meet to select a Lone Finalist and post.	04/25/22
	21 Day Waiting Period	Search firm will assist in negotiating a Contract.	4/26/2022 - 05/16/22
Board Hires New Superintendent	Approval and First Day	Board will meet to approve new Superintendent Contract.	05/17/22

* Superintendent Search Timeline and specific dates may be modified.