



## SEARCH TIMELINE

### Sunnyvale School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

<b>FEBRUARY 2025</b> Preliminary Phase	February 12	District receives proposals
	February 24	<i>Proposal Presentations / Board Selects Firm</i>
<b>MARCH 2025</b> Community Engagement	March 4 (Special Mtg)	<i>Initial Meeting with the Board; Board determines characteristics, skills &amp; qualities desired in new superintendent; publicly announces timeline and procedures (Open and Closed Session; approx 3 hours total)</i>
	March 17 - 26	Online survey dates
	March 18-20	Consultants confer with staff and community designated by the Board to receive input
<b>MARCH - APRIL 2025</b> Advertisement and Recruitment	March - April	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	April 7 and 14	Advertising and active recruitment. Ad appears in <u>EdCal</u> ; two consecutive publications
	<b>April 18, 2025 5:00 PM</b>	<b>Deadline for applications</b>
<b>APRIL - MAY 2025</b> Interviews and Selection	April	Consultants complete comprehensive reference and background checks on applicants
	May 2 9:00-Noon (Special Mtg)	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 3 hours)</i>
	May 12 all day May 13 AM (Special Mtg)	<i>Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)</i>
<b>MAY - JUNE 2025</b> Contract Approval	May 14-23	<i>Board completes the validation process of the leading candidate and makes final determination</i>
	June 4	<i>Board approves superintendent contract at a <b>regularly scheduled</b> board meeting</i>
<b>JULY 2025</b> Start Date	July 1 (as mutually agreed)	New superintendent begins