

## 2019-2020 BSD Superintendent Search Timeline

### December 2019

- Dec 16th - Secretary Dan French approves BSD Superintendent Search
- Dec 17th - McPherson & Jacobson National Search Firm contract received
- Dec 20th - Superintendent job posted on-line via BSD HR Dept
- Dec 20th - Applications received by BSD HR and McPherson & Jacobson, LLC.

### January 2020

- Jan 8th - Open Community Forum 6:30 pm Hunt Middle School
- Jan 10th Search Committee Weekly Meeting 4 pm - Central Office
- Jan 10th National Posting of Digital Vacancy Brochure

Posting Websites:

McPherson & Jacobson  
Education Week  
Vermont School Board Association  
American Association of School Administrators  
Association of Latino Administrators/Superintendents  
National Alliance of Black School Educators  
New England School Development Council

- Jan 13th Search Committee Weekly Meeting 4 pm - Central Office
- Jan 14th School Board Meeting McPherson & Jacobson Update - 6 pm BHS

Meeting Agenda:

1. Introductions
2. Timeline/Calendar for search
3. Identify selection criteria with the board.

- Jan 20th Search Committee Weekly Meeting 4 pm - Central Office
- **Jan 23rd Stakeholder Student Forum - 11-1 pm BHS Library**
- Jan 23rd Stakeholder Faculty/Staff Forum - 4 pm - North Avenue Alliance Church (Closed to Public)
- **Jan 23rd Open Community Forum - 6:30-8:30 pm IAA (Integrated Arts Academy)**
- Jan 27th Search Committee Weekly Meeting 4 pm - Central Office
- Jan 29th Stakeholder System Leaders 9 am - North Avenue Alliance Church (Closed to Public)
- Jan 29th Stakeholder Faculty/Staff Meeting 4:00 pm - North Avenue Alliance Church (Closed to Public)
- **Jan 29th Open Community Forum - 6:30-8:30 pm Champlain Elementary School**

## February 2020

- Feb 3rd Search Committee Weekly Meeting 4 pm - Central Office
- Feb 4th Special School Board Meeting Superintendent Search business
- **Feb 6th CLOSING DATE for APPLICATIONS**
- Feb 10th Search Committee Weekly Meeting 4 pm - Central Office
- *Feb 10th Screening Committee - Initial Meeting - 6 pm EMS Library*
- Feb 11th Monthly School Board Meeting - 6 pm BHS
- Feb 17th Search Committee Weekly Meeting 4 pm - Central Office
- *Feb 18th Screening Committee Meeting - location/time TBD*
- **Feb 19th Finalist Applicants Notification**
- Feb 24st Search Committee Weekly Meeting 4 pm - Central Office

## March 2020

- March 2nd Search Committee Weekly Meeting 4 pm - Central Office
- March 3rd (Tuesday) BTV ELECTION DAY
- **March 4-5-6th Finalist Interviews**
- **March 9-10th Finalist Interviews HOLD**
- March 9th Search Committee Weekly Meeting 4 pm - Central Office
- **March 12th- APPOINT NEW SUPERINTENDENT**
- March 16th Search Committee Follow Up Meeting 4 pm - Central Office
- March 17th Special School Board Meeting
- March 23th Search Committee Weekly Meeting 4 pm - Central Office

### **BSD Search Committee**

HR Director - Ze Anderson-Brown  
Board Chair - Clare Wool  
Board Member - Kendra Sowers  
Board Member - Martine Gulick

### **BSD Volunteer Screening Committee Members**

(3) Principals - BHS, Middle School, Elementary  
(3) Teachers - BHS, Middle, Elementary  
(1) Central Office Staff Member  
(1) Community Liaison

### **Search and Screening Committee Mission Overview**

Review and discuss Community Forum feedback and input.  
Review BSD Faculty, Staff and Student Forums feedback and input  
Review School Board Criteria from McPherson & Jacobson  
Review videos of vetted candidates and read CVs (**curriculum vitae**)  
Recommendation to the School Board for review and interviews.