

**UNIONDALE UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION  
SUPERINTENDENT SEARCH TIMELINE  
March – May 2021**

**March 16, 2021 Conduct Phase I – identify criteria, agree upon timeline/target dates, identify stakeholders, agree upon advertising venues, review compensation parameters, identify point of contact**

**March 23, 2021 – Finalize criteria, create brochure, post position**

**March 23, 2021 – Advertise position, initiate recruitment process**

**Week of April 5<sup>th</sup> – conduct stakeholder meetings via ZOOM**

**April 26, 2021 – Closing date for application submittal (as applications are submitted, they will be forwarded to consultants and reviewed)**

**April 26, 2021 – All applications must be completed and submitted**

**Week of May 10, 2021 – Consultants will meet with the Board to present candidates to include credentials, reference summaries and video interviews. Interview questions will also be prepared at that time.**

**Week of May 17, 2021 (depending upon Board availability) – Semi-final interviews will be conducted by the Board - final interviews to be scheduled shortly thereafter**

**End of May – Board of Education selects and appoints new Superintendent**