



OFFICIAL TIMELINE

(Flexible based on Board direction)

Berkeley Unified School District Superintendent Search

Note: *Blue italicized text* indicates Board Participation

FEBRUARY 2022 Preliminary Phase	February 23-28	District receives contract
MARCH 2022 Community Engagement	March 10 (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>
	March 16 - 25	Online survey dates
	March 18	Consultants confer with staff and community designated by the Board to receive input
MARCH - APRIL 2022 Advertisement and Recruitment	March -April	Consultants identify potential candidates; Development and posting of recruitment materials and Position Description
	March 21 & 28	Advertising and active recruitment; Ad appears in <u>EdCal</u> , (Two consecutive publications)
	April 1, 5:00 PM	Deadline for applications
APRIL - MAY 2022 Interviews and Selection	April - May	Consultants complete comprehensive reference and background checks on applicants
	April 19, 5:00 PM (Special Mtg)	<i>Board confers with consultants, reviews all applications and selects candidates to be interviewed (Closed Session; approx 3 hrs)</i>
	April 30 -May 1 (Special Mtg)	<i>Board interviews candidates; selects finalist(s) (Closed Session; all-day meeting)</i>
MAY - JUNE 2022	Week of May 9-13 (as needed)	<i>Board completes the validation process of the leading candidate and makes final determination</i>
	June 1 or 15	<i>Board approves superintendent contract at a regularly scheduled board meeting</i>
JULY 2022 Start Date	July 1 (as mutually agreed)	New superintendent begins

Approved: March 10, 2022