

# Woodland School District/Northwest Leadership Associates

Thursday, 12/28/2023

## Superintendent Search Discussion

1. Contact information
  - a. Email
  - b. Phone
2. Review of search process/work plan.
  - a. Phases 1-4
    - i. Preparing for the Search and Leadership Proposal
      1. Focus groups, board interviews, survey, district information review
      2. Brochure Development
        - a. Challenges and Opportunities
        - b. Professional Qualifications
        - c. Personal Characteristics
    - ii. Recruiting and Screening Candidates
      1. Constant Contact
      2. Direct Mailings
      3. Associations and Affiliates
    - iii. Interviewing Candidates
      1. Candidate Applications
      2. Candidate Profiles
      3. Preliminary Interview
        - a. Process?
        - b. Questions
        - c. Notifications
      4. Final Interviews
        - a. Process?
        - b. Protocols
        - c. Notifications
    - iv. Making the Final Selection and Closing the Search
      1. Contract Finalization-Sign Off
      2. Additional Information
      3. Decision Time
3. Lead – Liaison for Communications  
Lead – Liaison for Contract  
Lead – Interviewing
4. District/Northwest Leadership Associate Interaction and Communications
  - a. Nichole
  - b. Michael

5. Calendar
  - a. Review Calendar
  - b. Approve major dates
  
6. Superintendent's Contract
  - a. Pay
  - b. Benefits
  - c. Considerations
  
7. Candidate Background Checks
  
8. Parent, Community and Staff Involvement
  
9. Candidates
  
10. Role of the Board
  
11. Questions and Clarifications