

# DISTRICT ADMINISTRATOR INTERVIEW PROCESS

## Post for District Administrator October

Background checks will happen throughout the posting and interviewing process

### COMMITTEE STRUCTURE

Screening Committees

November \_\_

Facilitator (Adm)  
Teacher (2)  
Staff  
Parent  
Student  
Board Member

Facilitator (Adm)  
Teacher (2)  
Staff  
Parent  
Student  
Board Member

The two committees will meet after initial process  
A consensus to determine candidate list for interviews  
Facilitated by Superintendent

Board President and Superintendent/Host

December \_\_

If 3 Candidates are selected: Form 3 Committees

If 2 or 4 Candidates are selected: Form 2 Committees

Or can rotate through 3 Committees

If the screening committee sends 5+ we would use a two night process

Interview Committee 1

Facilitator (Adm)  
Teacher (2)  
Staff  
Staff (office)  
Parent  
Board (1 or 2)  
Student  
Building Adm

Interview Committee 2

Facilitator (Adm)  
Teacher (2)  
Staff  
Staff (office)  
Parent  
Board (1 or 2)  
Student  
Building Adm

Interview Committee 3

Facilitator (Adm)  
Teacher (2)  
Staff  
Staff (office)  
Parent  
Board (1 or 2)  
Student  
Building Adm

Recommend to School Board 1 or 2 Candidates that would be a fit for the position  
School Board  
December/January

## Contract Offer