

PROPOSED TIMELINE/PROCEDURES TO ELECT SUPERINTENDENT

March 26, 2025 Special Session of WCPSB held to approve timeline, application form, and advertisement for Superintendent. Application form will be placed on the Board's website.

(Application Period: April 7 –May 5, 2025)

March 28, 2025 Fax, hand deliver or email job advertisement to newspapers and online sites for West Carroll *Gazette*, Monroe *News-Star*, LSBA, Teach Louisiana, LASS, etc. Ad to run on the following dates:

<i>Gazette</i>	Thursday, April 3
<i>News-Star</i>	Thursday, April 10
<i>Gazette</i>	Thursday, April 17

May 6, 2025 Third Party will review and report on applicants' certification status.

May 7, 2025 Special board meeting to review applications, select those candidates to be interviewed, and fix dates/times for interviews.

(Letters and emails will go out to those being interviewed advising them of dates and times.)

May 19-23, 2025 Sometime this week, the Board will meet to conduct interviews at day/time to be determined. Number of days needed will be based upon the number of applicants being interviewed. Board could vote to hire after last interview or could select finalists to be interviewed at May 5th meeting. If superintendent-elect is selected tonight, President and Vice-President (with Board Counsel) will meet with the superintendent-elect the next morning to negotiate details, i.e., length of contract, salary, etc. prior to submission of contract to the Board for official consideration at its June 2, 2025 meeting or at a special meeting convened on May 28th.

Second interview of applicants may be scheduled, **if needed**, followed by a vote of Board to select the superintendent

May 28, 2025 If needed, Special meeting of WCPSB to approve superintendent contract.