

Superintendent Search Interview Schedule - (Sample - Five Finalists on Two Days)

DATE	DATE	DATE										
Host Greets Upon Arrival (Time TBD)	7:00 to 8:00 AM - Breakfast with Host (Candidate A - Host TBD) (Candidate B - Host TBD) (Candidate C - Host TBD) (Candidate D - Host TBD) (Candidate E - Host TBD)					7:00 to 8:00 AM - Breakfast with Host (Candidate A - Host TBD) (Candidate B - Host TBD) (Candidate C - Host TBD) (Candidate D - Host TBD) (Candidate E - Host TBD)						
	<u>Candidate A</u> Host / TBD	8:15 to 9:45 AM	Board Interview (Board Room)	Community Tour	School Tour	Community Tour	School Tour	One on One	Bd Member Room TBD	Bd Member Room TBD	Bd Member Room TBD	Bd Member Room TBD
<u>Candidate B</u> Host / TBD	10:00 to 11:30 Noon		A	B	C	D	D	8:15 to 9:15	A	B	C	D
<u>Candidate C</u> Host / TBD	11:30 to 12:30 PM Lunch with Host*	E	A	B	C	D	9:30 to 10:30	E	A	B	C	D
		12:30 to 2:00 PM	D	E	A			10:45 to 11:45	D	E	A	B
<u>Candidate D</u> Host / TBD	2:15 to 3:45 PM	C		E			12:00 to 1:00	Lunch with Host**				
		4:00 to 5:30 PM	B					1:00 to 2:00	C	D	E	A
<u>Candidate E</u> Host / TBD	* Lunch with Host (Candidate A - Host TBD) (Candidate B - Host TBD) (Candidate C - Host TBD) (Candidate D - Host TBD) (Candidate E - Host TBD)						2:15 to 3:15	B	C	D	E	A
		6:00 to 7:30 PM Community Reception - Location/Time TBD Candidate A - Room TBD Candidate B - Room TBD Candidate C - Room TBD Candidate D - Room TBD Candidate E - Room TBD						**Lunch with Host Candidate A - Host TBD Candidate B - Host TBD Candidate C - Host TBD Candidate D - Host TBD Candidate E - Host TBD				
7:30 PM Dinner with Host (Candidate A - Host TBD) (Candidate B - Host TBD) (Candidate C - Host TBD) (Candidate D - Host TBD) (Candidate E - Host TBD)												
Dinner with Host Candidate A - TBD Candidate B - TBD Candidate C - TBD Candidate D - TBD Candidate E - TBD												

1:00 to 5:00 PM - Community Tours for Spouse if Desired

Candidate A - (__ Name__)
 Candidate B - (__ Name__)
 Candidate C - (__ Name__)
 Candidate D - (__ Name__)
 Candidate E - (__ Name__)