

Newfield's Elementary School Principal Search

Public Announcement of Vacancy: Begins during the week of December 12, 2017.

Includes: Internal Posting; www.edjobsnh.com; New Hampshire Sunday News, New England School Development Council (NESDEC), the New Hampshire Association of School Principals (NHASP), and area colleges and universities. Further information is available at www.sau16.org. **Closing Date:** Friday January 27, 2017

Search Committee Members Selected by the Newfield's School Board: Beginning the week of December 19, 2017 members of the staff and community are invited to submit a "letter of interest" to serve on the Search Committee. These will be due in the Superintendent's Office by the end of the business day on Tuesday January 10, 2017. The Board will meet in non-public session on Wednesday January 11, 2017 to review submitted information and select committee members.

Public Forum: The Newfield's School Board hosts a public forum to gather information from the staff and community about "what they are looking for" in a new principal. Tuesday February 7, 2017 at 5:30 pm—NES Art Room.

Additional Input: The Newfield's School Board invites written input from interested community and staff members relative to "what they are looking for" in a new principal. This should be submitted to the Superintendent's Office by Friday January 27, 2017.

Review of Applications: Search Committee Members may review applications at the SAU 16 office. They will be available anytime during normal business hours (8:00 am to 4:30 pm) from Monday January 30, 2017 through Monday February 6, 2017. On **Wednesday February 8, 2017** at 3:30 pm the Search Committee will meet to select the candidates to interview.

First Round Interviews: Conducted by the Search Committee during the week of February 13, 2017. Search Committee will meet following the last interview to choose semi-finalists. It is the hope of the Board to identify up to 8 people to interview for this first round interview. From these applicants it is the Boards hope between 4-6 will be put forth for the second round of interviews.

Second Round Interviews: Conducted by the Search Committee during the week of February 20, 2017. Search Committee will meet following the last interview to choose candidates to move forth to next round. It is the hope of the Board 2-4 applicants will be put forth for the final interview.

Site Visits: Selected representatives from Search Committee and the SAU Office will visit schools of finalists between February 22, 2017 through March 3, 2017.

Final Interviews: Monday March 13, 2017 -Public Reception for finalists—5:00 pm to 6:00 pm. Final interviews conducted by the Newfield’s School Board in public—6:00 pm.

Directly following final interviews Board meets with Search Committee for feedback. Board selects top candidate.

Announcement: Public announcement of the new Newfield’s Elementary School Principal is made no later than Friday March 17, 2017.

Note: Recommended composition of the Search Committee:

Candidate Selection and First Round Interviews

1 School Board Member

2 Teachers—one appointed by the Newfield’s Staff Association; one appointed by the Board

1 Staff Member—appointed by the Board

2 Community/Parent Members

Assistant Superintendent Bill Furbush

Second Round Interviews – Different People Than First Round

1 School Board Member

2 Teachers—one appointed by the Newfield’s Staff Association; one appointed by the Board

1 Staff Member—appointed by the Board

2 Community/Parent Members

Assistant Superintendent Bill Furbush

Final Interview – Conducted in Public

3 School Board Members

Assistant Superintendent Bill Furbush

Newfields Principal Search Hiring Committee

	<u>First Round</u>	<u>Second Round</u>
1 School Board Member	Dan Conner	James McIlroy
2 Teachers	Jodi Bennett Sarah Rosenbleath	Matt Bennett Kirsten Maglin
1 Staff Member Community/Parents	Jane Johnson Jacqui Silvani	Beth Lieberman Jennie Bishop
1 SAU Administrator	Pilara Bauer Bill Furbush	ToddWynn Bill Furbush