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Search Timeline

Arizona School Boards Association

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Search Timeline

Date: Feb. 24, 2026

Process: KICK-OFF - Orientation and Planning: With the search team, the board will review and approve search timeline (including determining if optional elements are desired); review online application process and approve questions to be included; review and approve community survey; review and approve position posting, salary range and basic desired and preferred qualifications; approve search agreement (inclusive of timeline) with board president as signor.

Location: *Board meeting (open session)*

Completed:

Process: Contact attorney - Board president contacts district attorney to advise of search schedule and request assistance with contract negotiations.

Date: March 2, 2026

Process: Community survey opens online. (District distributes the link and promotes the survey; ASBA promotes it on social media)

Location: *ASBA Survey Monkey*



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Date: March 13, 2026

Process: Online community survey closes.

Date: Week of March 16, 2026

Process: The consultant provides a report to the board on the survey results.

Location: *Electronic Delivery*

Date: March 16, 2026

Process: Application opens.

Date: March 20, 2026

Process: ***Applicant reference checks/due diligence*** - Completed by search team.

Date: April 6, 2026

Process: Application closes.

Date: April 8, 2026

Candidate Selection and Interview Preparation-

With the lead search consultant in an executive session of the governing board, the board will review applicants and consider which to invite for first round interviews.

Review the schedule and process for interviews and discuss potential interview questions/themes.

Location: *Board Meeting (and executive session)*

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Date: April 13, 14 or 16

Process: *First Round Interviews* - The lead search consultant will join the board in executive session for all interviews.

Location: *Board Meeting (open session and executive session)*

Date: April 21 or 22

Process: *Final Round Interviews with Board*

In executive session, the board will discuss finalists and may consider entering into contract negotiations with a specific finalist for the district superintendent position. The board may also consider another round of interviews or extend the process.

Location: *Board Meeting (open session and executive session)*

Proposed Date: April 28

Process: Announcement/Introduction of New Superintendent

Location: *Board Meeting**

**Subject to change*



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Proposed Date: Within 3 months of superintendent sta

Team Transitions Facilitation Session: With board and new superintendent facilitated by ASBA (including development and/or review of communications protocols).

Location: *Study Session*

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