



Superintendent Hiring Process and Standards

1. The engagement process to inform the *Salem-Keizer's Next Superintendent Criteria* begins on October 25, to include both internal staff and external community members and parents based on highly recommended groups plus board member input. The engagement process will include a survey sent to parents via Parent Square. This process will be led by HCE.
2. HCE will produce the draft of the *Salem-Keizer's Next Superintendent Criteria*. NCE and the district will design and implement a public comment period from November 16-28 for the public to provide written comments on the draft *Salem-Keizer's Next Superintendent Criteria*.
3. *Salem-Keizer's Next Superintendent Criteria* will be presented for approval in a public board meeting following a public comment period at the November 30 public board meeting.
4. HCE will present a superintendent compensation recommendation to the SKPS Board of Directors at the November 30 public board meeting. The SKPS Board of Directors will finalize the compensation range to be included in the recruitment information.
5. The recruitment window will be open from December 5, 2022, to January 2, 2023.
6. HCE advertising of the vacancy will be through the following professional organizations: COSA (Oregon); AASA (National); WSDDA (Washington); EDJOIN (California); ALAS (Association of Latino Superintendents) and NABSE (National Alliance of Black School Educators).
7. HCE will accept all application materials on behalf of the SKPS Board of Directors.
8. HCE will review all applicants and conduct virtual preliminary interviews. HCE will develop a slate of candidates that they will present to the SKPS Board of Directors in an executive session, though application materials for all candidates will be accessible to the SKPS Board of Directors.
9. The applications will remain confidential at all stages of the review and interview process. SKPS board members will sign a confidentiality agreement to protect the identity of applicants.
10. SKPS Board of Directors will meet in executive session to complete first round interviews.
11. There will be confidential community-based interviews for finalists.
12. SKPS Board of Directors will meet in executive session to complete the second-round interviews for finalists.
13. SKPS Board of Directors will meet in executive session to identify preferred candidates.
14. SKPS Board of Directors will approve the hiring of the new superintendent in open session. SKPS Board of Directors will also approve a mutually acceptable employment agreement with the new superintendent.
15. SKPS Superintendent will begin work on July 1, 2023.