**Superintendent Recruitment Process**

1. Position Posted via KDE Certified Vacancy – April 20,2016
2. Interested applications submit the following documents for review (8 copies requested)
3. Letter of Intent to be considered for position
4. Resume with references
5. Copy of a Current Valid Certification from the Commonwealth of Kentucky.
6. ALL documents submitted to James R. Palm, Superintendent
7. Screening Committee Created and Established – April 19, 2016
8. Board of Education creates potential interview questions- May 12, 2016
9. Charge to the Screening Committee – May 16 ,2016
10. Screening Committee Chairperson receives submitted documents to date and daily afterwards – May 16, 2016
11. Screening Committee Reports rank order of candidates applying for the position of Superintendent – May 23, 2016 (End of the Day)
12. Board of Education reviews the Screening Committee Report – May 24, 2016 (Executive/Closed Session)
13. Board of Education Interviews Candidates – May 25, 2016
14. Board of Education completes hiring process and announces New Superintendent – June 9, 2016.