



January 10, 2017

Dear School/Community Members:

RE: Superintendent Search Update

The Board of Education is pleased to report that the search for the next Superintendent continues to progress in a timely manner.

Candidate Pool: Our search consultants report advertising and recruitment efforts have yielded a strong pool of candidates. Nearly 40 candidates have been identified. The candidates represent 10 states, with most coming from New York.

Narrowing the Field of Candidates: Using the Leadership Profile Report as a guide, the search consultants expect to present a slate of 5 or 6 candidates to be interviewed by the Board. Based on the initial interviews, the Board will invite 2 to 3 candidates to return for a second interview. The Board anticipates it will complete the first two rounds of interviews by the end of January.

Identifying the Final Candidate: The Board hopes to identify a final candidate in February 2017. Once the Board has identified its choice for the next Superintendent, there will be at least three remaining important steps to complete prior to the Board agreeing to enter into a contract with the candidate:

1. **Conduct a Site Visit:** Members of the Board of Education will visit the school district where the final candidate is currently employed. Board members will solicit information regarding the candidate from individuals in the candidate's school community.
2. **Conduct Final Reference Checks:** In addition to the preliminary reference checks conducted by the consultants, Board members will conduct telephone reference checks.
3. **Conduct Independent Due Diligence Background Check:** The Board will contract with a private agency to conduct a due diligence background report on the candidate. This background check is a thorough review of the candidate's personal file, academic verification, criminal background, and social media activity, among other things.

The Board of Education looks forward to next updating the community in February.

Best,

The Rye City School District Board of Education