

To: Communities of Bolton, Lancaster and Stow
 From: Nashoba Regional School Committee
 Re: Superintendent Search
 Date: March 1, 2021

The Nashoba Regional School Committee has begun its search for the next Superintendent of Schools, who will begin serving on July 1, 2021. We have engaged the Massachusetts Association of School Committees (MASC) to serve as our consultant in the search process.

While it is the responsibility of the School Committee to hire the Superintendent, our process includes opportunities for members of our school community and the community at large to be involved. These include:

- Completing an online survey which we will use to identify the key qualifications and skills we are seeking in a new superintendent (March 3-12)
- Participating in a focus group to provide input into the key qualifications and skills we are seeking in a new superintendent (March 9)
- Applying to participate on the Screening Committee that will recommend finalists to the School Committee (March 11-19)
- Participating in public forums that will be held as part of the interview process for finalists. (a final step in the finalist interview process – dates TBA)

Here is the School Committee’s timeline for the search process:

Wednesday, February 24	Approve timeline, survey and number and organization of focus groups
March 3-12	Conduct online survey https://www.surveymonkey.com/r/WD9LSBH
Tuesday March 9 (7:30PM)	Conduct focus groups https://us02web.zoom.us/j/81703414876?pwd=VW4rWU1oVFRSS1M1d3o1WERHM043Zz09 Meeting ID: 817 0341 4876 Passcode: 155855 One tap mobile +19292056099,,81703414876#,,,,*155855# US (New York) +13017158592,,81703414876#,,,,*155855# US (Washington DC)
Wednesday, March 10	• Approve composition of Screening Committee and recruitment plan
March 11-19	• Recruit volunteers for Screening Committee
Wednesday, March 24	• Approve Screening Committee membership • Approve qualifications and selection criteria for superintendent • Review materials for advertising
Monday, March 29	• Post Position through MASC
Monday, April 26	• Screening Committee meets for orientation with MASC
Friday, April 30	• Superintendent Application deadline
Week of May 3	• Screening Committee meets to select semi-finalists
Wednesday, May 19	• Screening Committee presents a list of finalists to the School Committee. Screening Committee is discharged.
Week of May 24	• School Committee visits finalists’ districts. • Finalists visits NRSD for tours, public forums and public interview with School Committee
Thursday, May 27	• School Committee votes to appoint Superintendent
July 1, 2021 or as soon as possible thereafter	• Superintendent begins tenure

An update on the Superintendent Search will be a standing item on each School Committee Agenda until the process is complete. Additional information about Screening Committee membership and candidate forums will be sent to you via _____ and can also be accessed on the NRSD website via the [School Committee](#) link. We hope you will take advantage of opportunities to participate in the NRSD Superintendent Search.