

DRAFT - POSTING LANGUAGE

Superintendent – Interim, Acton-Boxborough Regional School District

The Acton-Boxborough Regional School District is seeking a full-time Interim Superintendent for 2017/18. We are a vibrant, high-performing, recently regionalized school district located in a quiet suburban setting approximately 20 miles west-northwest of Boston, Massachusetts. We serve 5,588 students in 6 open-enrollment elementary schools, one junior high school and one high school with an operating budget of \$86 million. We are seeking an outstanding leader with a record of successful administrative experience, preferably with regionalized school districts, who will be a stabilizing and galvanizing force during a critical period in our growth. We are looking for candidates with experience in communicating and managing change as we move through the process of working with the Massachusetts School Building Authority and other stakeholders on a major infrastructure project and on ongoing initiatives.

Qualities and Qualification:

- Superintendent licensure required
- Effective in cultivating a culture of transparency, trust and respect
- Strong community outreach and communication skills
- Prior teaching & administrative experience at both the building and district level preferred

Salary commensurate with experience.

Application deadline: July 14th

When the position will begin: August 21, 2017

Application process:

Contact info:

Draft Interim Superintendent Search Timeline

Date	Description	Status
6/20/17	The Sub Committee Kick-off	Complete
6/21/17	Draft a task timeline for SC input on 6/22/17	Draft ready for review
6/21/17	Draft the interim superintendent job posting language for SC input on 6/22/17	Draft ready for review
6/22/17 ¹	Regular SC Meeting	Discuss draft documents
6/26/17 ²	Place job posting	Target date. Confirm during SC Meeting
7/6/17 ³	ISS Subcommittee meet to review candidate response progress and make adjustments if required.	(optional – independence day week)
7/14/17	Close job posting period	
7/17/17	ISS Subcommittee Meeting (proposed). Review candidates. Select three.	
7/20/17	SC Meeting to discuss short list. Set interview schedule.	
Week of 7/31/17	Conduct interviews	
8/7/17	SC Summer Session – Select candidate	
Week of 8/14/17	Negotiate contract	
8/21/17	Interim Superintendent start date	

Notes:

1. Discuss authorities of subcommittee (conduct interviews)
2. Need to discuss logistics:
 - a. Where to post
 - b. How to track
3. Several candidates have been forwarded to the subcommittee. If these candidates have not responded to posting, subcommittee to follow up with calls.