

## Northfield Public Schools – Superintendent Search Timeline

March 6, 2026 <i>(6:00 pm, Special Meeting)</i>	Planning meeting – Board adopts search timeline, reviews hiring criteria and search procedures
March 10 – March 22, 2026	Public Input survey open online and in hard copy
March 10, 2026 – April 7, 2026	MSBA posts opening on local, regional, and national websites, advertises position vacancy, receives applications, and responds to applicants' inquiries
March 11, 2026	MSBA holds Search Preview mtgs w/ district leadership
March 13, 2026 <i>(4:00 pm – will be recorded)</i>	MSBA hosts informational Q&A session on Zoom – will be recorded for viewing throughout the search
April 6, 2026 <i>(6:15 pm, Special Meeting) MSBA attends virtually</i>	Board meets for interview training, and to discuss public input report, interview questions and procedures
April 7, 2026	Application Deadline
April 8 – 16, 2026	MSBA conducts screening, preliminary verification of references, pre-interviews of recommended applicants
April 9 – 16, 2026	Board members review applications
April 16, 2026 <i>(6:00 pm, Special Meeting) MSBA attends virtually</i>	Board meets to determine finalists, interview questions and procedures; MSBA reviews interview training
April 24 & 25, 2026 <i>(4:00 pm and 3:00 pm, Special Meeting)</i>	Board conducts first round of interviews
April 29, 2026 <i>(4:00 pm, Special Meeting)</i>	Board conducts reference checks and holds second round of interviews; Board selects lone finalist and sets negotiations process
April 29, 2026	Board designee begins negotiations of employment contract
May 4, 2026 <i>(5:15 pm, Special Meeting)</i>	Board meets to approve employment contract
July 1, 2026	New superintendent reports to work
August 1 – December 31, 2026	New Board Team attends MSBA Transition Workshop

March 6, 2026

