

Head of School Search Timeline

JANUARY 2018

- Lisa Lyle announces end of tenure.
- Board of Trustees appoints Julie Lilly '86 Head of School Search Committee Chair.

MARCH 2018

- Board of Trustees engages Carney Sandoe. Carney Sandoe Associates is selected as the Head of School search firm partner after a thorough review process by the Search Committee including in-person search firm interviews at MICDS.

MAY 2018

- Position description is posted. With input from the listening sessions and community survey, Carney Sandoe and the Search Committee develop a Position Description / Head of School job description that is posted on the MICDS website and is widely circulated. The Position Description provides a comprehensive description of MICDS and outlines the desired qualities and qualifications for the next Head of School. It also serves as a guidepost for screening candidates.
- Carney Sandoe actively recruits candidates.

SEPTEMBER/OCTOBER 2018

- Finalists visit campus. The Search Committee invites three finalists to MICDS for campus meetings with parents, alumni, faculty, administrators, students, the Board of Trustees, the Advisory Committee and the Search Committee.
- Finalists undergo vetting process. The Search Committee conducts candidate reference checks and other due diligence.
- Community survey feedback is reviewed. Search Committee reviews finalist candidate survey feedback from the MICDS community.
- Head of School candidate is selected and presented to Board. Search Committee presents its recommended candidate to the Board of Trustees for approval. Board votes to approve selection.
- Head of School is announced. The next MICDS Head of School is announced to the MICDS community.



FEBRUARY 2018

- Board appoints Search Committee. The Search Committee is charged with the responsibility to identify a successor Head of School – with significant input from all constituencies within the MICDS community – to be presented to the Board for approval.

APRIL 2018

- Listening sessions occur. Parents, students, faculty, staff, alumni and board members share perspectives on MICDS and the ideal qualities of the next Head of School. The listening sessions inform Carney Sandoe and the Search Committee as they prepare a comprehensive MICDS profile and Position Description / Head of School job description.
- Community survey is administered. The Search Committee solicits further feedback from the full MICDS community on the priorities for MICDS and the next Head of School through a confidential, anonymous, online survey administered and aggregated by Carney Sandoe.

JUNE - AUGUST 2018

- Carney Sandoe continues candidate recruitment.
- Search Committee enters confidential phase of the search. Search Committee meets with Carney Sandoe consultants, reviews candidate dossiers and conducts semi-finalist interviews. A diverse group of candidates from national and international independent schools and from traditional and non-traditional (not from independent schools) backgrounds is considered.
- Search Committee appoints Advisory Committee. Comprised of parents, alumni and faculty, the Advisory Committee is charged with interviewing the Head of School finalist candidates and providing insights to the Search Committee.