

NATICK PUBLIC SCHOOLS  
**Timetable for the selection of Lilja Principal**  
**For Appointment effective July 1, 2020**

January 3	Advertisement appears in SchoolSpring, MASS website and the MESPA website.
January 3	Position is posted on the NPS website, as per collective bargaining agreement.
January 6	Superintendent and Director of H.R. meet with Lilja staff at 3:30 - 4:15
January 6	Superintendent and Director of H.R. meet with Lilja parents 6:45–7:30
January 13	Cut-off date for receipt of resumes
January 14&15	Paper screening by Central Office Administrators
January 15	H.R. office schedules interviews for 6-8 candidates.
January 27	15 minute screening interviews by Central Office Administrators (1:00pm-3:30pm)
February 6	Formal Committee interviews
February 11	Finalists announced and site visits to Natick arranged.
February 24-27	Finalists will spend a day at Lilja followed by an interview with the central office Administrative team and an interview with the superintendent between 1p.m. and 3:30 p.m. in Town Hall.
February 27	Evening forum with parents and staff – each candidate scheduled for ½ hour. 6:30 p.m. start time
February 17-28	Superintendent conducts reference checks.
February 28	Superintendent and Director of H.R. meet with Lilja School staff at 7:40 a.m. - 8:10 a.m. in library.
Week of March 2	Superintendent appoints principal