

STATE BOARD OF EDUCATION COMMISSIONER SELECTION PROCESS

PHASE I - PROCESS APPROVAL

1. State Board members select a search firm to direct the search for the three highest qualified candidates. The search firm shall be of national caliber; possess success in recruiting and placing persons from a diverse applicant pool; and have a track record in filling executive positions in the education field.
2. The Board approves job description, process, and timeline for the search.

PHASE II – SEARCH FIRM/CONSULTANT ACTIVITIES

1. The search firm solicits and receives applications for the executive position.
2. The search firm reviews potential applicants and evaluates their qualifications in accordance with the Board approved job description requirements.
3. The search firm presents all information on the three most qualified applicants as well as information on all other candidates to the State Board members and the Governor or his designee.
4. The lead consultant of the search firm will update biweekly the Board members and the Governor or his designee individually soliciting their input on the process.

PHASE III – CANDIDATE REVIEW TEAM ACTIVITIES

1. The State Board members and the Governor or his designee interviews and checks references of each of the top three candidates. Interview protocols shall track Board approved job description requirements.
2. The interviews will be conducted in a public meeting to be noticed in the Florida Administrative Weekly.

PHASE IV – BOARD ACTION

1. The State Board of Education will choose from the candidates the next Commissioner of Education.
2. Should the Board not reach a majority vote, another search following these procedures will be undertaken.

APPROXIMATE TIMELINE

- February – State Board Members develop job description, required and preferred qualities, education and experience, and secures a search firm or consultant
- March – Advertise and receive applications
- April/May – State Board Members and the Governor or his designee considers recommended list and interviews top candidates
- June State Board acts on top candidate