District Information Packets

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To ensure that the candidate who is selected in the end is the best fit for the district we want to provide them information about the district and community throughout the interview process. Candidates that have been selected as finalists need to have all their questions answered and important information provided so that they are confident in accepting the job if offered.

Please consider putting together personalized informational packets (folders, flyers, or other) for each candidate with the following information you find most relevant to your school and community.

* District mission, vision or goals
* District calendar
* District demographic information (enrollment, staff, subgroups)
* Budget information (unspent balance, authority, solvency ratio)
* District newsletters
* Board meeting minutes
* Staff handbooks
* District maps
* District financial audit
* District strategic action plans
* Civic groups in the community
* Community Newspaper
* Master Contract
* Student achievement data (test scores, graduation rates, etc.)
* School Report Card
* County information (parks, events, housing)

Salary and benefit information should also be conveyed to each finalist. This information may be enclosed in the district informational packets or separately.

If you have questions about the contents of these informational packets please be in touch with your Grundmeyer Leader Search Consultant at [tgrundmeyer@gmail.com](mailto:tgrundmeyer@gmail.com) or (515) 205-9987.