[UMCS Regular Board Meeting](https://www.google.com/calendar/event?eid=MnE0bmlraWVrdHZnMDVrNmVwaGFpYThuaGFfMjAyNDAxMjZUMDEzMDAwWiBzYXJhaG1AdXJiYW5tb250ZXNzb3JpLm9yZw)

**Jan 25, 2024**

**DRAFT Head of School Hiring Process**

Internal Candidate Process-

1. Email from the exec team to staff to determine if there is internal interest. Would need to email with a resume and why they are interested in the role.
2. Any internal applicant would go through 3 panels, consisting of 3 panels of 5—7 participants.

* Staff & Family Leader Panel

Lead: Kara & Marcela

* Student Panel

Lead: Krishna

* Board Discussion

Lead: Sarah

* Each panel will last for 30 min and then a 15 min debrief where the group will take notes of group’s sentiments of the candidate and send them to Board Chair.

The Board will consider the feedback from the different panels and make a final decision if an offer will be extended or candidate will be released from the process.

If the Board does not extend an offer to an internal candidate, the job would be posted externally and a new process would be launched.