

Westfield Academy and Central School

David J. Davison
Superintendent of Schools

203 East Main Street
Westfield, New York 14787
Phone: (716) 326-2151
FAX: (716) 326-2195

Julia Murphy
School Business Official Intern
District Clerk

July 2019

Dear Westfield Academy Central School District Community:

The Westfield Board of Education has spent time carefully reviewing options available to fill the vacancy in the Office of the Superintendent. Our Board has sought out the assistance of Dr. David O'Rourke to serve as the Search Consultant to the Board as we seek to hire an outstanding candidate as our next Superintendent of Schools. Dr. O'Rourke reports that the search process is currently on schedule as outlined in the timeline below.

- Vacancy Brochure published The first week of August
- Application deadline Friday, September 27, 2019
- Dr. O'Rourke and his administrative team to meet with interview team members Monday, October 7, 2019
- Board of Education will conduct preliminary interviews Monday, Tuesday & Wednesday, October 28, 29 & 30, 2019
- Final interviews conducted Tuesday, Wednesday & Thursday November 12, 13 & 14, 2019
- Board meeting for appointment of Superintendent of Schools On or about December 2, 2019
- Date Superintendent to assume duties On or about January 1, 2020

There is a link on the Westfield website for all community members (faculty, staff, parents, residents, students and business owners) to complete a survey for input on the search for a new Superintendent. Or you can access the link here <https://www.surveymonkey.com/r/8SGTYZ7>

The link will be available until September 30th. The Board will review all the responses to the community survey and appreciates the input received about the district's needs for the next superintendent of schools. It will help to shape the profile of the candidate that we are looking for as we move forward with our search.

Our Board of Education is committed to seeking input from various stakeholder groups as we move forward with this most important process. The Board will be appointing interview teams to assist with the interview process. Information about these stakeholder interview teams will be forthcoming in the months ahead. These teams will be involved in the final interview stage, and will be required to attend a pre-interview training, as well as all final interview dates. Input will be gathered from these teams as the Board determines a profile and skill set that best fits the needs of our community.

The Board of Education will continue to provide updates on the process as it moves forward.

Respectfully submitted,
Westfield Academy and Central School District Board of Education