

Management Re-Structuring  
DETAILED PROCESS AND TIMELINE  
January 2013 – June 2014



- January 16, 2013: **Board approves job descriptions for senior managers.**
- January 24, 2013: Open senior positions announced to all paid employees.
- February 6, 2013: **Applications for senior positions due at 12 noon.**  
Board approves job descriptions for middle managers.
- February 7, 2013: Open middle manager positions announced to all paid employees.
- February 7-14, 2013: Board reviews applications, personnel records as allowed by law, and feedback of consultant Paul Lipscomb for each candidate.
- February 15-22, 2013: Board interviews qualified candidates for senior positions and makes hiring decisions.
- February 23, 2013: Any remaining open senior positions posted publicly.
- February 26, 2013: Management collective formally eliminated. Collective members not yet hired into another management or bargaining unit position will act as interim middle managers in their respective departments, paid the current salary of \$30,000.
- February 27, 2013: Applications for middle manager positions due at 12 midnight.
- February 28-  
March 2, 2013: Senior managers review applications, personnel records as allowed by law, and feedback of consultant Paul Lipscomb for each candidate in their respective departments.
- March 3-7, 2013: Senior managers interview qualified candidates and make hiring decisions in their respective departments.
- March 8, 2013: Any remaining open middle manager positions posted publicly.
- March 22, 2013: Applications for any open senior positions due at 12 midnight.
- March 23, 2013: Last day of employment for any former Collective members not yet hired into another management or bargaining unit position.
- March 23-  
April 5, 2013: Board reviews applications for any open senior positions.

March 29, 2013:	Applications for any open middle manager positions due at 12 midnight.
March 30- April 5, 2013:	Senior managers review applications for any open middle manager positions in their respective departments.
April 6-10, 2013:	Senior managers interview remaining middle manager candidates in their respective departments and make hiring decisions.
April 8-12, 2013:	Board conducts initial phone screenings with remaining senior manager candidates.
April 15-27, 2013:	Board conducts first round of interviews with remaining senior manager candidates.
April 16-30, 2013:	Anticipated start date for any middle manager external hires.
May 1-8, 2013:	Board conducts final interviews with remaining senior manager candidates and makes hiring decisions.
June 2013:	3-month check-in reviews of all new manager internal hires.
May 21- June 18, 2012:	Anticipated start date for any new senior manager external hires.
August 2013:	Anticipated 3-month check-in reviews of any new middle manager external hires.
September 2013:	6-month reviews of all new manager internal hires. An overall evaluation of "Unacceptable" will result in automatic termination. Anticipated 3-month check-in reviews of any new senior manager external hires.
November 2013:	Anticipated 6-month reviews of any new middle manager external hires.
December 2013:	Anticipated 6-month reviews of any new senior manager external hires.
March 2014:	First annual reviews of all new manager internal hires. An overall evaluation of "Needs Improvement" or "Unacceptable" will result in automatic termination.
May 2014:	Anticipated first annual reviews for any new middle manager external hires.
June 2014:	Anticipated first annual reviews for any new senior manager external hires.