

Dear Members of the St. Matthew's Family,

The Head Search Committee is excited to share with you where we are in the process of selecting our next Head of School.

The search is proceeding very well. As you know from our previous communications, we had a terrific response to the Head of School role description that you helped us to develop. Bob and Peter have already interviewed more than 50 interested candidates -- more than we expected by this stage. The field is quite strong, with candidates remarking that they view St. Matthews as a unique and special opportunity among private schools. We agree!

All winter and spring, our Co-Chairs have been in constant contact with our consultants, with bi-weekly calls and/or meetings. In May, our entire Committee met with Bob and Peter to plan specific next steps for the search. The Committee will meet with the consultants in mid-July to conduct a detailed review of the most promising candidates, with the goal of narrowing the pool to a smaller list of the most qualified applicants. Prior to this meeting, Bob and Peter will have interviewed each candidate and conducted confidential reference checks using their broad and deep network of education professionals.

Toward the end of the summer, the Committee will conduct personal interviews of this shorter list of candidates, while maintaining their confidentiality throughout the process. These personal interviews will conclude with a lengthy but important meeting of the Committee to narrow the list to roughly 3 final candidates. During the summer, please know we will be hard at work finding the best finalists to introduce to you. We ask that you appreciate the Search Committee's obligation to respect the confidentiality of these candidates' applications. We thank you in advance for your patience as we undertake this important work.

In the fall, the public phase of the search will begin, as we welcome the finalists to our school and campus. They will be meeting with all constituent groups, giving members of our community several opportunities to meet, hear from, and evaluate the finalists. In the meantime, you can always refer to our [Head of School Search link](#) on our school website.

This is an exciting stage of the search process! It requires many hours of due diligence, interviewing and completing deep reference checks, all with our school culture and future needs in mind.

We remain on track for an October announcement of our new Head of School.

We look forward to updating you again as the school year begins!

Warmly,

Callie Momtazee - Co-Chair
Ted Russell - Co-Chair
Bruce Freeman - Rector
Hunter Doble - Board of Trustees Chair
John Choi - Vestry Representative
Rick Commons - School Board Trustee Representative
Tom Diggs - Faculty Representative

Maida Hastings - Parish Representative
Jennifer Lee - Member-At-Large
Roz Nieman - Member-At-Large
Christine Purcell - Chaplain
Kristin Waters - Member-At-Large