



SUPERINTENDENT SEARCH

Confidentiality Agreement Sheridan School District Superintendent Search

I, _____ have been invited by the **Sheridan** School District Board of Directors to participate in the screening of applications for the position of Superintendent. In the course of screening the applications I will be given access to confidential and private information about the individual candidates and the search process.

I understand that,

- A. The review of applications (screening) will be conducted in an executive session of a public meeting for the **Sheridan** SD Board according to Oregon Public Meetings Law stated in ORS 192.660(2) and at other times arranged for application reviews.
- B. All information in whatever form that I receive about individual candidates during executive session or at any other time as a part of the application review process is strictly confidential.
- C. Disclosure of any information that I receive about individual candidates will be damaging to the individual candidate, **Sheridan** SD and the search process.
- D. The executive session may be recessed from time to time as a part of the screening process and interviews of individual candidates, but confidentiality still applies.
- E. I do not have authority to disclose any information about or to comment on the quality or characteristics of an individual candidate or the candidate field based on information that I receive during this review process even after the process is concluded.

Therefore, I agree as follows:

- 1. I will not disclose or discuss any information learned about individual applicants or the group of applicants as a whole to any members of the public or to anyone outside of the executive session or outside of other periods of confidential application review arranged by the Board at any time.
- 2. This agreement not to disclose means all forms of communication, including but not limited to: verbal, written, digital, video, electronic, texting and social media.
- 3. I will not conduct any investigation, review or inquiry about an individual candidate based on information obtained during the executive session or other period of confidential application reviews, unless authorized by the **Sheridan** SD Board.
- 4. Violation of this agreement will mean immediate removal from any participation in the application review (screening) process and denial of further access to candidate information.
- 5. **Sheridan** SD has authority to compel my adherence to the terms of this Confidentiality Agreement by legal action, if necessary.

Signature

Date