

SUPERINTENDENT

Employment: The Board shall determine the process to be used in hiring and employing a superintendent. The Superintendent shall be employed pursuant to a Board-approved written contract specifying the compensation and the benefits to be provided to the Superintendent, by the District. The Superintendent shall be responsible for filing the contract as required by law. The Superintendent shall hold an Administrative certificate recognized and approved by the State Department of Education.

Duties and Responsibilities: The Superintendent is the chief executive officer of the District and has charge of the administration of the schools of the District. The Superintendent is responsible for the general coordination of the District as well as the general administrative supervision and control of employees. The Superintendent presents recommendations to the Board for its consideration and possible approval. The Superintendent is responsible for the final interpretation of Board policies as well as seeing that all state and federal laws and regulations applicable to the District are enforced. The Superintendent should keep the Board informed as to how policies are being carried out and how effectively such policies are operating. The Superintendent should maintain a public relations program which will inform the community of the activities, needs, and successes of the District. The Superintendent should also maintain open communication with principals and teachers to determine their needs, ideas, and accomplishments within the District. The Superintendent shall also perform those duties and responsibilities set forth in the applicable job description, contract, law, District policy, or Administrative Regulation.

Compensation and Benefits: After the Board has made a decision to offer employment or reemployment to the Superintendent, the Board shall meet with the Superintendent to develop a proposed employment contract for the applicable term of employment. The proposed employment contract shall be presented to the Board for consideration and approval. After an employment contract has been approved by the Superintendent and the Board, the contract shall be signed by the parties and filed in accordance with law. The contract shall specify the term of employment and the Superintendent's compensation and benefits.

Evaluation: The evaluation of the Superintendent shall have as its overall purpose the assessment of the effectiveness of the Superintendent in meeting the needs of the District. The evaluation shall be conducted by the Board in conjunction with the Superintendent and shall include an examination of the working relationship between the Board and the Superintendent. Areas to be evaluated shall include, but not be limited to, the following:

1. The Superintendent's relationship with the Board;
2. The Superintendent's personal qualities;
3. The effectiveness of the District's administration;
4. The District's quality of instruction;

5. The Superintendent's relationship with the District's employees;
6. The Superintendent's relationship with the community; and
7. The quality of the District's financial and business conditions.

In preparation for the Superintendent's evaluation, an evaluation form shall be jointly developed by the Board and the Superintendent. No later than May 31, the Board shall meet in executive session to evaluate the Superintendent's performance of duties for the fiscal year to date, including the progress made toward accomplishing the Superintendent's and Board's stated goals for the school year. Each board member will complete a form for evaluating the Superintendent's annual performance. A composite evaluation form will be prepared by the Board President for the District's records. During one or more portions of such executive session, the Board shall meet with the Superintendent to discuss the evaluations and the completed composite evaluation form.

Reemployment: Following the evaluation of the Superintendent and before June 30, the Board shall meet in executive session to discuss the employment status of the Superintendent. The Board shall consider the reemployment of the Superintendent.

Dismissal, Non-reemployment, or Suspension: The Board may take action at any time to dismiss, non-reemploy, or suspend the Superintendent as provided by law.

Bonding Requirement: The Superintendent shall, as a condition of employment, be required to obtain and maintain bonds in the amounts required by law.