

ADMINISTRATION
Series 300

Policy Title: SUPERINTENDENT
QUALIFICATIONS/SELECTION

Code: 301.1

The board will employ a superintendent of schools for a term not to exceed three (3) years. The superintendent will be the executive officer of the board with such powers and duties as the board may prescribe to him or her. The superintendent acts as the authorized representative of the district whenever it is required, unless some other person is named by the board to act as its authorized representative. The superintendent is required to reside within the district at a place readily accessible to the district office.

The board will conduct an annual, written formal evaluation of the work of the superintendent. The evaluation will indicate the strengths and weaknesses of the superintendent's job performance and set forth areas for improvement in the superintendent's job performance, if, in the view of the board, it is called for.

The board will enter into a written contract with the superintendent using the Superintendent's Teacher Contract form approved by the State Superintendent of Public Instruction. With the exception of initial appointment, the superintendent's contract will be reviewed at the regular board meeting each January and, if approved, may be extended for not less than one (1) additional year beyond the established expiration date of the contract. The superintendent does not acquire renewable contract rights.

If the superintendent and board determine that another contract will be used, prior approval for another contract form must be received from the State Superintendent of Public Instruction.

The superintendent will hold not less than a Master's Degree and will be properly certified pursuant to State Board of Education rules for the position. In the selection of a new superintendent, the board of trustees shall be guided by procedures selected from among those outlined in the publication developed at the Center for Professional and Curriculum Development, College of Education, University of Idaho, Moscow, Idaho.*

The superintendent will be employed for a 12-month period and will be paid as determined by the board. The superintendent will be entitled to paid vacation as determined by the board. The superintendent will receive the same insurance and other benefits as received by other certificated personnel.

Date of Adoption:
June 22, 1998

Legal Reference: Idaho Code
Section 33-513, 33-515, 33-1201

Readopted: 7/19/99, 7/19/04

Related References:

*"So You're Going to Hire a New Superintendent", Handbook for School Administrators