

**SCHOOL POLICIES
INDEPENDENT SCHOOL DISTRICT 16**

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SERIES	300	Administration
SUBJECT	303	Superintendent Selection
Adopted		January 9, 2001
Revised		May 11, 2004; June 14, 2011

I. PURPOSE

The purpose of this policy is to recruit, develop and retain a highly qualified Superintendent by the School Board.

II. GENERAL STATEMENT OF POLICY

The School Board shall employ a Superintendent to conduct the operations of the school district.

III. QUALIFICATIONS

- A. The School Board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the Superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The School Board will consider professional preparation, experience, skill and demonstrated competence of qualified applicants in making a final decision.

IV. SELECTION

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the School Board.
- B. The School Board may contract for assistance in the search for a Superintendent.
- C. The School Board shall provide the contract for the Superintendent and specifically identify all conditions of employment mutually agreed upon

with the Superintendent. In so doing, the School Board shall observe all requirements of state and federal law and School Board policy.

V. RATIONALE

The School Board believes that recruitment and hiring of a highly qualified Superintendent is a primary role and responsibility.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
Minn. Rules, Chapter 3512

Cross References: MSBA Service Manual, Chapter 3, Superintendent of Schools