

## **Administration**

### **Recruitment and Appointment of Superintendent**

The appointment of a Superintendent is the legal responsibility of the Board of Education. The Board will conduct an active search to find the person it believes can most effectively translate into action the policies of the Board, the aspirations of the communities, and foster a diverse professional staff. Applicants who can best fulfill the role will be sought from within the school system and from without.

### **Recruitment**

When the Board starts a search for a new Superintendent, it may hire a qualified search consultant. A search consultant will be selected through a process consistent with the Board's affirmative action policies.

In conjunction with the consultant, if selected, the Board will develop a set of qualifications and prioritize the functions and responsibilities it wishes the Superintendent to discharge.

### **The Search Process**

In conjunction with the consultant, if selected, the Board will establish the process by which the Superintendent will be selected.

### **Appointment of Superintendent**

A majority vote of the members of the Board present a board meeting for which due notice has been given of the intended action shall be required to appoint the Superintendent. The Board shall fix the salary and the term of office, which shall not exceed three years. Upon request of the Superintendent, the board shall provide a written contract of employment which includes, but is not limited to salary, benefits and the term of office.

Legal Reference: Connecticut General Statutes  
10-157 Superintendents. Relationship to local or regional board of education; verification of certification status; waiver of certification; written contract of employment; evaluation of superintendent by board.