

DISTRICT CODE: 303

SUPERINTENDENT SELECTION PROCESS

Policy reflects Minnesota statute and aligns with other District 270 policies.

I. PURPOSE

The purpose of this policy is to convey to the school community that the authority to select and employ a superintendent is vested in the School Board.

II. GENERAL STATEMENT OF POLICY

The School Board shall employ a superintendent to serve as the chief executive officer of the School District and to conduct the daily 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 Department of Education 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 will develop a process for recruitment, screening, and interviewing candidates including the establishment of selection timeline and search committee roles and responsibilities.
- 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.

HOPKINS PUBLIC SCHOOLS POLICIES

Adopted: September 2004

Reviewed: May 8, 2014

Revised: October 25, 2017