

Lane Education Service District Policy

Code: **CBB**
Adopted: 7/27/93
Revised/Readopted: 1/22/02, 8/27/02
Orig. Code(s): CBB

Employment of Superintendent

The Board vests the primary responsibility for the administration of Lane ESD to the superintendent. The appointment of the superintendent is, therefore, one of the most important functions the Board can perform.

Whenever the position of superintendent shall be vacant, the Board shall appoint a superintendent and fix his/her salary and term of office.

The Board shall actively seek the best qualified and most capable candidate for the position of chief executive officer of this district. The Board may be aided in this task by the services of professional consultants and the participation of members of the staff, component districts and community.

The Board shall develop and adopt the standards (candidate qualities and work experience), criteria (application, screening and hiring process) and policy directives (promote from within, state and/or national search) to be used in hiring the superintendent or interim superintendent at a meeting open to the public and at which the public has had an opportunity to comment.

Recruitment procedures shall be prepared in advance of the search and may include the following:

1. The preparation of a written job specification for the position of superintendent;
2. Preparation of written qualifications (in addition to proper state certification);
3. Preparation of informative material describing Lane ESD and its educational goals.

The Board secretary shall take and keep minutes of regular Board meetings and executive sessions held during this process.

Any candidate who is hired and who is determined to have misrepresented facts relative to his/her qualifications for employment or relative to factors upon which a determination of salary is based shall be subject to dismissal. This Board shall consider such misrepresentation sufficient grounds for dismissal.

END OF POLICY

Legal Reference(s):

ORS 192.660 (7)(d)

ORS 334.225

Cross Reference(s):

CBC/CBD - Superintendent's Contract/Superintendent's Compensation and Benefits