

**School Administration****Central Administration and Supervisory Personnel****Recruitment and Appointment of the Superintendent of Schools**

When an opening in the district administration occurs, the Board shall aggressively recruit in an effort to fill the position with the most capable person available. The Board shall determine the personal and professional qualifications desired for the candidate.

The Board shall inform various placement agencies of the vacancy in administration. The Board, as a whole, shall select and appoint the Superintendent of Schools at a legally held regular or special meeting of the Board. A majority vote of the Board shall be required.

The Board and the Superintendent of Schools shall enter into a written contract establishing rate of pay and other conditions of employment. Such contract shall be on file in the district's offices. The Superintendent's contract shall cover a period from one to three years as provided by law.

Renewal and/or non-renewal of the Superintendent's contract shall be according to the state statutes.

**Legal Reference:**                    **Section 118.24, Wisconsin Statutes**

**Policy Approved:**                **August 19, 1987**

**Policy Revised:**                 **December 17, 2012**