

RECRUITMENT OF THE SUPERINTENDENT OF SCHOOLS

The selection and hiring of a Superintendent is one of the primary statutory duties of the School Committee. The Committee alone has the responsibility for the appointment of a Superintendent and negotiation of his/her terms of employment.

Because the process of hiring a Superintendent is likely to take place under different circumstances or conditions each time it is necessary, the School Committee has some latitude in establishing a process for each hiring. The Committee should keep in mind the following guidelines to help ensure the smoothest possible transition of professional leadership:

1. The School Committee will assess the needs of the school system and review its policies with reference to desired qualifications and position description as well as level of salary and benefits.
2. The School Committee, at its discretion, may appoint a sub-committee to act as a search committee; use the whole Committee as a search committee; secure expert assistance to conduct the search process and submit the names of a limited number of applicants for interview; use the services of any other consultant for recruiting or interviewing candidates; or act in any other way deemed appropriate by the School Committee.
3. Whenever possible, representatives of the community should be afforded the opportunity to participate in formation of the screening protocol, applicant screening and interviewing, and public interview(s) of any finalist(s).
4. The selection of a new Superintendent should be by unanimous vote of the School Committee. Should this not be possible, selection will be made by a majority vote of the whole School Committee.

Revised: March 10, 2015

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