Policy Title: **Administrator Qualifications, Recruitment, Appointment**   Policy #302.0

For the purpose of this section, "administrator" includes the superintendent, principals, and other certified school supervisors.

The board will employ a superintendent to serve as the chief executive officer of the board, to conduct the daily operations of the school district, and to implement board policy with the power and duties prescribed by the board and the law. The board may also employ building principals, and other administrators, directors, and supervisors in addition to the superintendent, to assist in the daily operations of the school district.

The board will consider applicants who meet or exceed the standards set by the Iowa Department of Education and the qualifications established in the job description for the position.

All job openings shall be submitted to the Iowa Department of Education for posting on TeachIowa, the online state job posting system. In employing an administrator, the board will consider the qualifications, credentials and records of the applicants in accordance with applicable laws and school district policies regarding equal employment. In keeping with the law, however, the board will consider the veteran status of the applicants. The board will look closely at the training, experience, skill and demonstrated competence of qualified applicants in making its final decision.

In choosing an administrator, the board will also consider the school district's educational philosophy, financial condition, organizational structure, education programs, and other factors deemed relevant by the board.

It is the responsibility of the superintendent to make a recommendation to the board for filling an administrative position, based on the requirements stated in this policy. The board will act only on the superintendent's recommendation.

The board may contract for assistance of a consultant in the search for administrators.

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