

## EMPLOYMENT OF SUPERINTENDENT

The St. Mary Parish School Board shall employ the Superintendent pursuant to a written contract for a period not to exceed four (4) years, which period, however, may extend no longer than two (2) years after the expiration of the term of office of the members of the School Board electing the Superintendent. The election of the Superintendent shall require a favorable vote of a *majority of the entire membership of the School Board*.

Such contract shall provide that the Superintendent is subject to a performance evaluation by the School Board in accordance with La. Rev. Stat. Ann. §17:54. Such contract shall also provide for specific performance objectives/performance targets as required by La. Rev. Stat. Ann. §17:54. In case of a discrepancy between the contract and any policy, the contract provisions shall prevail.

The School Board shall submit to the State Superintendent of Education a copy of any executed, negotiated, or renegotiated employment contract with the Superintendent.

The Superintendent may choose not to enter into a subsequent contract and may either terminate his/her employment or, if he/she has acquired permanent status as a teacher, resume employment as a teacher.

The School Board shall negotiate and offer the Superintendent a new contract at the expiration of each existing contract unless a *majority of the Board membership* votes at least ninety (90) days prior to the termination of the existing contract against offering a new contract. For new or extended contracts entered into after July 1, 2012, the School Board shall notify the Superintendent of termination of his/her contract not less than thirty (30) days prior to contract termination.

If the Superintendent is found incompetent, unworthy, or inefficient, or is found to have failed to fulfill the terms and performance objectives of his/her contract or to comply with School Board policy, then the Superintendent shall be removed from office prior to the expiration of his/her contract by the concurring vote of at least ***two-thirds (2/3) of the membership of the entire School Board*** at any regular or special meeting after due notice. Before the Superintendent can be removed during the contract period, he/she shall have the right to written charges and a fair hearing before the School Board after written notice.

A School Board may place a Superintendent on paid administrative leave prior to the expiration of his/her contract:

1. For the purpose of investigating cause for termination.
2. Without cause during the final three (3) months of the term of his/her contract when the School Board has voted not to extend a new contract offer.

3. At a time as agreed by the Superintendent.
4. At a time as provided for in his/her contract.

Paid administrative leave shall be subject to the following:

1. Approval of a *majority of the membership of the School Board*.
2. A three (3) month time limit within a six (6) month period.
3. All compensation afforded under the terms of the existing contract.

The School Board shall notify the State Superintendent of Education any time it terminates or fails to renew its employment contract with the Superintendent, along with the reasons therefor.

#### INTERIM SUPERINTENDENT

The School Board may, by a *majority vote of its membership*, select a person to serve as the interim Superintendent in the event of the death, resignation, or termination of the Superintendent or his/her being placed on paid administrative leave in accordance with this policy.

An interim Superintendent shall have the same authority as a Superintendent. If at any point in the final three (3) months of a Superintendent's contract he/she has been placed on notice that the School Board has voted not to offer him/her a new contract and an interim Superintendent has been selected in accordance with State law, the authority delegated to the Superintendent by the School Board for hiring and placement of all school personnel shall extend to the interim Superintendent without action of the School Board.

The election of an interim Superintendent is not subject to the School Board's policy applicable to the process of selection or employment of a Superintendent or to the requirement or content of a contract.

A School Board shall not employ an interim Superintendent for longer than six (6) months in any given twelve (12) month period unless the appointment is made during the final year of the term of the majority of members.

Revised: December 9, 2010  
Revised: July 12, 2012

Revised: October 15, 2020  
Revised: December 12, 2024

Ref: La. Rev. Stat. Ann. §17:54; Board minutes, 12-9-10, 7-12-12, 10-15-20, 12-12-24.