Director Procedure Number: DP400
Title: Superintendent of Record: Chief School Admin.
Section: Personnel - Administrative Employees

Superintendent of Record: Chief School Admin.

I. Selection Procedures

The selection process for the Superintendent of Record is as follows:

a. In November, at the end of a term, the Superintendent who has served longest in the position as Superintendent in a participating district will be asked of his/her intention to serve as the next Superintendent of Record.

b. If the Superintendent accepts the position, he/she will be recommended, and notice placed in the AAC meeting minutes as well as recommended for approval to the Joint Committee.

c. When a Superintendent declines, the position is then offered to the next longest-serving Superintendents. Steps a. and b. above are repeated until a Superintendent accepts.

d. In the event a Superintendent is still the longest-serving Superintendent after serving a two-year term, the position will be offered to the next longest-serving Superintendent. All Superintendents must be offered the position prior to any Superintendent serving a second consecutive term.

e. The Superintendent of Record must have served as Superintendent of a participating district for three years prior to becoming eligible.

Adopted: 6/16/16