

Book	Policy Manual
Section	(P) PERSONNEL
Title	Policy P400 - Superintendent Of Record
Code	P400
Status	Active
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Policy Number: P400

Title: Superintendent of Record: Chief School Admin.

Section: Personnel - Administrative Employees

Superintendent of Record: Chief School Admin.

Basis

As designated by the school code, section 1850.I When the several boards or a committee thereof operate the school as herein provided, a Chief School Administrator of a participating school district shall be designated as Superintendent of the School.

Qualifications

As the jointure operation, the Superintendent must be commissioned Chief School Officer of one of the Participating School Districts.

Selection Procedures

The Superintendent of Record is appointed by the Joint Operating Committee upon recommendation of the Administrative Advisory Committee.

The Joint Operating Committee directs the Director to develop procedures, in compliance with state law and regulations, to govern the process of selecting the Superintendent of Record.

Term

Pursuant to the Articles of Jointure, the Joint Operating Committee, at its annual reorganization meeting in December, shall, for a term of two (2) years starting July 1 following, designate a Superintendent of Record. The Superintendent may only serve a second term when all other Superintendents have been offered the position and declined.

In the event the position becomes vacant, an interim Superintendent of Record will be selected by the Joint Operating Committee, upon recommendation of the Administrative Advisory Committee, to fulfill the remainder of the term.

Duties

The Superintendent of Record performs the following responsibilities:

Serves as an ex-officio non-voting member of the Joint Operating Committee

Reviews and signs, as commissioned school officer, those applications and school reports prepared and presented by the Director of Career and Technical Education.

Serves as chief administrative officer in matters requiring official action of a commissioned school officer.

Other functions the chief school administrator may perform are as follows:

Serves as chairperson of professional advisory council.

Advises and assists the local director of Career and Technical education with the preparation of the budget and interpretation of the budget to the participating districts.

Assists in the interpretation of the fiscal program.

Coordinates activities of the Career and Technical school with participating high schools in cooperation with the director of Career and Technical education.

Serves as educational adviser to the Director of Career and Technical Education.

Compensation

The chief school administrator may be compensated in the amount and manner specified by the Joint Committee.

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See also:

DP P400 - Superintendent of Record