

Adopted: 02/24/22

MSBA/MASA Model Policy 303

Orig. 1995

Revised: _____

Rev. 2022

303 EXECUTIVE DIRECTOR SELECTION

I. PURPOSE

The purpose of this policy is to convey to the school community that the authority to select and employ an executive director is vested in the education district board.

II. GENERAL STATEMENT OF POLICY

The education district board shall employ an executive director to serve as the chief executive officer of the education district and to conduct the daily operations of the education district.

III. QUALIFICATIONS

- A. The education district board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the executive director position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The education district board will consider professional preparation, experience, skill, and demonstrated competence of qualified applicants in making a final decision.

IV. SELECTION

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the education district board.
- B. The education district board may contract for assistance in the search for a executive director.
- C. The education district board shall provide the contract for the executive director and specifically identify all conditions of employment mutually agreed upon with the executive director. In so doing, the education district board shall observe all requirements of state and federal law and education district board policy.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
Minn. Rules, Chapter 3512

Cross References: None