



Administration – Administrative Employees

Policy Title: Administrator Qualifications, Recruitment, and Appointment Code 303.1

The board will employ building principals, administrators, and managers 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. In employing an administrator or manager, the board will consider the qualifications, credentials, and records of the applicants without regard to race, color, creed, religion, sex, national origin, age, sexual orientation, gender identity, or disability. 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 approving the selection of an administrator or manager, the board will also consider the 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 or managerial 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 in the search for administrators or managers.

Adopted: 8/14

Reviewed: 12/16; 11/19

Related Policy (Code#): 300.1; 301.1; 303.2-6; 304.1

Legal Reference (Code of Iowa): §§ 279.8, .21 (2013); 281 IAC 12.4

IASB Reference: 303.2