

EMPLOYMENT OF THE SUPERINTENDENT

- I. The Board of Education vests the primary responsibility for administration of this District in the Superintendent of Schools. Therefore, the employment of the Superintendent is one of the most important functions of the Board.
- II. Whenever the position of Superintendent becomes vacant, the Board shall employ a Superintendent of Schools as chief executive officer and establish the salary and term of office. The decision shall be made at a legally held special or regular meeting of the Board. A majority vote of the full membership of the Board shall be required. Employment shall also be conditioned on a criminal background check.
- III. The Board shall actively seek and consider only those candidates who meet both state and District qualifications and who display the ability to successfully perform the essential functions of the Superintendent's position as outlined in the written Board approved job description. The Board will establish the criteria, the selection process, the posting notices, and timeline.

Legal reference:

Sections 111.31-111.395, 118.19(9), 118.24, 118.25, 121.02(1)(a), Wis. Stats.
PI 8.01(2)(a), 34.32, Wis. Adm. Code
Americans with Disabilities Act of 1990
Section 504 of the Rehabilitation Act
Board Policy 1210 – Board-Superintendent Relationship
Board Policy 1240 – Evaluation of the Superintendent
Board Policy 1400 – Job Descriptions
Board Policy 3121 – Background Check
Board Policy 3122 – Statement of Non-Discriminatory Practice
Board Policy 8310 – Public Records

Adopted: 6/18/01

Revised: 8/30/10; 3/12/15

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us