



ANGLOPHONE EAST SCHOOL DISTRICT

POLICY TYPE: COUNCIL PROCESS

POLICY NO: 2.8 - SELECTION PROCESS FOR SUPERINTENDENT

APPROVED: DECEMBER 18, 2002

REVISED: October 15, 2013

POLICY: THE COUNCIL WILL SELECT THE SUPERINTENDENT THROUGH A PROCESS THAT ENSURES STABILITY AND CONTINUITY IN THE SCHOOL DISTRICT.

- 1.0 The Superintendent shall be appointed as per section 47 of the Education Act.
- 2.0 The Council will define the job description and qualifications for the position of Superintendent (including, but not limited to those established by Section 20 of the Regulations).
- 3.0 The Council will advertise the position but may appoint an acting Superintendent for a specific period.
- 4.0 The Council will appoint a Selection Committee who shall:
 - 4.1 review all applications against the Council's defined qualifications for the position,
 - 4.2 prepare a short list of candidates,
 - 4.3 check candidate references,
 - 4.4 structure and conduct interviews,
 - 4.5 invite all DEC members to interviews as observers,
 - 4.6 ask candidates for permission to contact additional references and
 - 4.7 formulate a recommendation for hire, ideally by consensus.

5.0 The Selection Committee will present for approval its recommendation for hire, along with accompanying rationale, at a regular meeting of the District Educational Council.

MONITORING:

Method(s): Internal Report by Chairperson

Frequency: Immediately and as required