

Administration

Recruitment and Appointment of Superintendent

The appointment of a Superintendent is the legal responsibility of the Board. The Board of Education will conduct an active search to find the person it believes can most effectively translate into action the policies of the Board, the aspirations of the community, and foster a diverse professional staff. Applicants who can best fulfill the role will be sought from within the school system and from without.

Recruitment

1. Consultant

When the Board of Education starts a search for a new Superintendent, it first will decide whether to hire a qualified search consultant. The selection of a consultant will be through a process consistent with the Board's affirmative action policies.

2. Search Committee

The Board with the help of the consultant (if hired) will establish a search committee of approximately ten (10) members, comprised of Board, teacher, administrator and community representatives.

The Search Process

In conjunction with the consultant, if selected, the Board will establish the process by which the Superintendent will be selected. The process used for the Superintendent Search in 2011, which is on file in the Board of Education Office, should guide any search process in Stafford.

Appointment of Superintendent

A vote of the majority of the Board members, present at a Board meeting for which due notice has been given of the intended action, will be required for the appointment of the Superintendent.

The Board may employ an Acting Superintendent, properly certified or not, for a probationary specified period, not to exceed one school year, with the approval of the Commissioner of Education. Such time may be extended by the Commissioner for good cause shown. During such probationary period, the Acting Superintendent shall assume all duties of the Superintendent for the time specified and shall successfully complete a school leadership program, approved by the State Board of Education, offered at a public or private institution of higher education in the State. At the conclusion of the probationary period, the Board may request the Commissioner of Education to grant a waiver of certification for the Acting Superintendent, allowing the Board, if desired, to appoint the Acting Superintendent as the District's permanent Superintendent.

Note: The Commissioner may waive certification for a school superintendent who (1) has at least three years of experience in the past ten years as a certified administrator with a superintendent certificate issued by another state, or (2) has successfully completed the probationary period as an acting superintendent and the Commissioner deems the individual to be exceptionally qualified for the position of superintendent.

Legal Reference: Connecticut General Statutes

[10-157](#) Superintendents. Relationship to local or regional board of education; written contract of employment, evaluation of superintendent by board of education, (as amended by P.A. [12-116](#), An Act Concerning Educational Reform)

[10-222](#) Reports to state board of education.

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