

Administrative Appointments and Contracts

Appointments

The Superintendent will employ building principals and other administrators to assist in the daily operations of the District.

The Superintendent/designee 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, the Superintendent/designee will consider the qualifications, credentials and records of the applicants without regard to age, race, creed, color, religion, sex, sexual orientation, gender identity, national origin, religion, disability, or genetic information. In keeping with the law, however, the Superintendent/designee will consider the veteran status of the applicants. The Superintendent/designee will look closely at the training, experience, skill and demonstrated competence of qualified applicants in making its final decision.

In choosing an administrator, the Superintendent/designee will also consider the District's educational philosophy, financial condition, organizational structure, education programs, and other factors deemed relevant by the Board.

Notice of any administrative vacancy in the District shall be posted via the District's website. A vacancy shall be defined as a position that is unfilled after reassignments of individuals are completed, per the discretion of the Superintendent. The Superintendent may contract for assistance in the search for administrators.

Contracts

The terms of employment and length of the contract for employment between an administrator and the District will be stated in the contract.

In addition, the first three consecutive years of a contract issued to a newly employed licensed administrator will be considered a probationary period. The probationary period may be extended for an additional year upon the consent of the administrator. In the event of termination of a probationary or nonprobationary contract, the District will afford the administrator appropriate due process, as required by law. The administrator and board may mutually agree to terminate the administrator's contract.

It is the responsibility of the Superintendent/designee to create a contract for each administrative position. Temporary and nonrenewable contracts may also be issued in accordance with law.

Administrators who wish to resign, to be released from a contract, or to retire, must comply with applicable laws and board policies.

Legal Reference: Iowa Code §§ 279.8, .21, .23, .24, .25
281 I.A.C. 12.4
1980 Op. Att'y Gen. 367

Martin v. Waterloo Community School District, 518 N.W. 2d 381 (Iowa 1994)

Cook v Plainfield Community School District, 301 N.W. 2d 771 (Iowa App. 1980)

Board of Education of Fort Madison Community School District v Youel, 282 N.W. 2d 677 (Iowa 1979)

Briggs v Board of Education of Hinton Community School District, 282 N.W. 2d 740 (Iowa 1979)

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