

GENERAL SCHOOL ADMINISTRATION

File: CBB-R

APPOINTMENT AND TERM OF SUPERINTENDENT

1. A superintendent meeting the criteria in Policy CBA shall be appointed by the School Board within 180 days after a vacancy occurs.
2. In the event the Board appoints a superintendent but the Superintendent requests and is granted release prior to beginning employment, the Board shall have an additional 60 days to appoint a superintendent.
3. If the Board is unable to appoint a superintendent within 120 days of a vacancy, the Chair of the Board shall submit a written report to the Superintendent of Public Instruction explaining the timely efforts to appoint a superintendent. On request, the Board will be granted up to an additional 180 within which to appoint a superintendent.
4. The Superintendent shall be appointed by the School Board from a list of persons on the Virginia Superintendent Eligibility List if the School Board does not appoint a superintendent within 180 days of a vacancy or request additional time within which to make the appointment.
5. The Superintendent shall serve an initial term of not less than two years and not more than four years.
6. After the initial term, the term of employment shall be determined by the Board, not to exceed four years.
7. All contract terms shall expire on June 30.

Issued: August 17, 2009

Revised: June 19, 2018

Legal Reference: Code of Virginia, 1950, as amended, 22.1-60, 22.1-61

8 VAC 20-21-590.

8 VAC 20-390-10.

Procedures for Appointment of a School Division Superintendent by the Virginia Board of Education (adopted by the Virginia Board of Education March 22, 2006) (available at http://www.pen.k12.va.us/VDOE/VA_Board/Meetings/2006/mar22min.pdf)