

ADMINISTRATION

The school board shall employ and enter into a contract with a qualified person for the position of superintendent of schools upon the vote of a majority of the board members present at a board meeting for which due notice was given of the intended action. Such person shall agree to a contract period not to exceed four [4] years at a salary to be determined by the board.

A. Appointment

The school board shall, within sixty [60] days before March 1st in the year that the contract of an incumbent superintendent expires, (or within one hundred eighty [180] days after a vacancy occurs other than by expiration of term) appoint a superintendent from eligible candidates licensed by the Virginia Board of Education.

B. Term of Office

The superintendent's term of office is established by Code of Virginia, § 22.1-60 quoted as a legal reference to this policy.

C. Oath

Before taking office the superintendent shall take and subscribe the oath as specified by law.

D. Compensation

The superintendent's salary shall be determined by the board.

Legal Reference:

Code of Va., § 22.1-60. Appointment and term of superintendent.--"The division superintendent of schools shall be appointed by the school board of the division from the entire list of eligibles certified by the State Board. All contract terms for superintendents shall expire on June 30. The division superintendent shall serve for an initial term of not less than two (2) years nor more than four (4) years. At the expiration of the initial term, the division superintendent shall be eligible to hold office for the term specified by the employing school board, not to exceed four (4) years.

The division superintendent shall be appointed by the school board (i) within one hundred eighty (180) days after a vacancy occurs. In the event a school board appoints a division superintendent in accordance with the provisions of this section and the appointee seeks and is granted release from such appointment prior to assuming office, the school board shall be granted a sixty (60)-day period from the time of release within which to make another appointment.

A school board that has not appointed a superintendent within one hundred twenty

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Superintendent: Appointment/Term of Office/Oath/Compensation (continued)

(120) days of a vacancy occurring other than by expiration of term shall submit a written report to the Superintendent of Public Instruction demonstrating its timely efforts to make an appointment. (1996)

Code of Va., § 22.1-62. Appointment of same person by two or more school divisions; Approval of part-time superintendent by State Board.--"A. Any two or more school divisions may appoint the same person to be division superintendent.

B. No person may be employed as a part-time division superintendent without the approval of the Board of Education." (1980)

Code of Va., § 22.1-64. Oath of Superintendent.-- "Every division superintendent, before entering upon the duties of office, shall take and subscribe the oath prescribed for an officer of this Commonwealth as provided in Chapter 1 of Title 49 of this Code, and a certificate of the clerk of the court in which the oath is administered setting forth the qualification and its record shall be furnished in the Superintendent of Public Instruction." (1980)

Code of Va., § 22.1-67. Expenses of Superintendents.--"Each school board shall provide for the necessary traveling and office expenses of the division superintendent. Detailed records of all such expenses shall be kept by the division superintendent." (1988)

Adopted by School Board: June 5, 1973
Revised by School Board: June 15, 1993