

**SCHOOL BOARD POLICIES
200 SERIES
ADMINISTRATION**

Policy Number	Policy Name
201.0	Chief Administrative Officer
222.11	Vacation
225.1	Administrator Evaluation
253.1	Formulation of Administrative Regulations

Section	Administration
Title	Chief Administrative Officer
Number	201.0
Adopted	August 22, 1990
Revised	August 17, 1998

Superintendent of Schools

The Superintendent shall be a citizen of the United States and possess, or be entitled to a certificate as provided in Wisconsin Administrative Code 3.10, Subsection C of the Certification Standards.

The Superintendent shall have a Master's Degree, or better, from an accredited university or college with a major in Educational Administration and/or Supervision.

The Superintendent shall have had at least five (5) years of experience in teaching, supervision and/or administration of public schools.

The Superintendent shall have established himself/herself as an educational leader in the profession

Section Administration
Title Vacations
Number 222.11
Adopted August 22, 1990
Reviewed August 19, 2013

All Administrators

During first through fifth contract year: three weeks

During sixth through fifteenth contract year: four weeks

During sixteenth and all subsequent contract years: five weeks

Section	Administration
Title	Administrator Evaluation Policy
Number	225.1
Adopted	August 22, 1990
Revised	July 24, 1996 August 17, 1998

All administrators shall be evaluated annually by the Superintendent.

The Superintendent shall annually review all administrator evaluations with the Board of Education prior to final conferences and sign-off.

The Superintendent shall review administrator evaluations and report to the Board in January of each year, which will provide for current Board input prior to Board Member elections. Administrator performance will continue to be evaluated by the Superintendent through the end of the fiscal year.

The Superintendent shall submit, for Board consideration and approval, a recommendation for annual salary levels for each administrator based on their performance and in accordance with statutory limits.

Legal Reference: Section 118.24, 118.245(3), 121.02(1)(q) Wisconsin Statutes
PI 8.01(2)(g) Wisconsin Administrative Code

Section	Administration
Title	Formulation of Administrative Regulations
Number	253.1
Adopted	August 22, 1990
Revised	August 17, 1998
Reviewed	August 19, 2013

The Board of Education shall delegate to the Superintendent of Schools the functions of specifying required actions and designing the detailed arrangements according to which the schools will be operated. These rules and detailed arrangements shall constitute the administrative regulations governing the schools. They must be in every respect consistent with the policies adopted by the Board of Education. The Board itself shall formulate and adopt administrative regulations only when specific state laws require board adoption and may do so when the Superintendent recommends board adoption in light of current community attitudes or probable staff reaction.