

**SIBLEY EAST PUBLIC SCHOOLS
INDEPENDENT SCHOOL DISTRICT 2310**

Adopted: 2009
Revised:10/2023
Reviewed: 11.18.24

Policy 304

304 - Superintendent Contract, Duties, and Evaluation

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the superintendent, a position description, and the use of an approved instrument to evaluate performance.

II. GENERAL STATEMENT POLICY

- A. The superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent.

- B. The specific duties for which the superintendent is accountable shall be set forth in a position description for the superintendent and shall be measured by a performance appraisal instrument approved by the school board in consultation with the superintendent. The school board shall use this instrument to periodically evaluate the performance of the superintendent.

- C. The school board may use the model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of School Administrators as a model instrument.

Legal References: Minn. Stat. 1123B.143 (Superintendent)

Cross References: None