

Adopted: 4/16/2026

Revised:

**ROCHESTER BEACON ACADEMY
POLICY No. 303
EXECUTIVE DIRECTOR SELECTION**

I. PURPOSE

The purpose of this policy is to convey to the charter school community that the authority to select and employ an Executive Director is vested in the board of directors.

II. GENERAL STATEMENT OF POLICY

The Rochester Beacon Academy ("RBA") board of directors ("board") shall employ an Executive Director to serve as the chief executive officer of RBA and to conduct the daily operations of RBA.

III. QUALIFICATIONS

- A. The board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the Executive Director position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- B. The board will consider professional preparation, experience, skill, and demonstrated competence of qualified applicants in making a final decision.

IV. SELECTION

- A. A process for recruitment, screening, and interviewing of candidates shall be developed by the board.
- B. The board may contract for assistance in the search for an Executive Director.
- C. The board shall provide the contract for the Executive Director and specifically identify all conditions of employment mutually agreed upon with the Executive Director. In so doing, the board shall observe all requirements of state and federal law and school board policy.

Legal References: Minn. Stat. § 124E.12 (Employment)