

The Superintendent shall function as the Chief Administrative Officer of the school system and as the Chief Executive Officer of the Board of Education. The Board recognizes the distinct and separate areas of responsibility of the Board and Superintendent to the school system. The Superintendent is responsible for administration of the system of schools consistent with the Board's policies. (Cross Reference WCPSS Board Policy 1040 – Board/Superintendent Relations)

To maintain a cohesive relationship between the Board and the school system, the Superintendent shall serve as secretary of the Board and assist all Board committees. The Superintendent shall keep the Board informed of the operation of the system. The Superintendent shall make recommendations to the Board as required by law and Board policy and otherwise determined appropriate by the Superintendent. The Superintendent also shall assist the Board in making sound decisions and meeting the requirements of law by providing information and advice regarding all matters that require Board action.

A. Qualifications of the Superintendent

1. Be a resident of Wake County.
2. Have good moral character.
3. Possess an earned doctorate or equivalent.
4. Hold, or be qualified to hold, the North Carolina Superintendent's Certificate.
5. Have had three (3) years' experience in school work in the past ten (10) years.
6. Provide evidence of good health.
7. Be elected by the majority of the Board.
8. Have entered into a written contract with the Wake County Board of education, a copy of which contract shall have been filed with the Department of Public Instruction.
9. Take an Oath of Office as provided by law.

B. Recruitment of the Superintendent

1. When a vacancy in the position of Superintendent occurs, the Board shall give just consideration to the qualifications of any applicant from within the school system who registers interest.
2. In the event that no applicant from within the system has been deemed sufficiently qualified for election, the Board shall then establish a plan to conduct a search for qualified applicants from outside the system.

C. Election of the Superintendent

1. The Board shall elect a Superintendent for a term of one to four years subject to the provisions of G.S. 115C-271-275.

2. The Board, upon selection of a candidate or upon reappointment of the incumbent Superintendent, will enter into an explicit contractual agreement with the Superintendent that meets, at a minimum, the requirements of state law.
3. In the event that the vote to elect a Superintendent is not unanimous, the Board shall then extend the newly-elected Superintendent a unanimous vote of support and confidence.
4. The final qualification of the Superintendent shall be considered satisfied when the Oath or Affirmation of Office has been administered.

D. Compensation and Benefits of the Superintendent

1. The Superintendent shall receive such compensation and other benefits as agreed upon with the Board.
2. The Board shall review annually the Superintendent's compensation and benefits upon the event of its annual evaluation of the Superintendent's performance.
3. The Superintendent shall be reimbursed for those expenses as established by the Board at the time of employment and subsequent annual reviews.

E. Evaluation of the Superintendent

1. At a special called meeting of the Board of Education, Board members shall conduct an annual evaluation of the Superintendent to be completed no later than ~~July~~ August 31 of each year, or as stipulated in the Superintendent's contract.
2. The Superintendent shall be given full rights to raise questions and make appropriate explanations.
3. The Board shall include in the evaluation of the Superintendent his performance as related to the mission statement, which is developed by the Superintendent and the Board, and other legal requirements.

F. Separation of the Superintendent

In the event that the Superintendent is or should be terminated the Board shall take such appropriate and necessary action as would insure the continuous, smooth operation of the school system.