

## Administration

**SUBJECT: ADMINISTRATIVE PERSONNEL**

The Board of Education will seek to fill each administrative vacancy with the best-qualified candidate available. The Board understands that qualified District personnel may aspire to the position in question and wish to apply for consideration. All such persons are encouraged to file applications. The Board does not wish to imply, however, that any particular preference will be shown such applicants. Rather, all candidates will be screened objectively by the Superintendent of Schools on the basis of educational background, professional and other experience, certification and similar pertinent data.

Administrative personnel shall be considered to be those District employees officially designated by Board of Education action as responsible for the administrative and supervisory tasks required to carry out Board of Education policy, programs, decisions, and actions.

The obligations, duties and responsibilities of all administrative personnel shall be set forth in job descriptions issued by the Superintendent of Schools prior to employment.

8 New York Code of Rules and Regulations  
(NYCRR) Section 80.4  
Education Law Section 1709

Adopted: 2/13/01  
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