

The Superintendent is employed as the executive officer of the Board and the administrative head of the schools.

The Superintendent shall be qualified to hold office under the current Rules and Regulations Governing Licensure of Teachers and Administrators, of the New Mexico Public Education Department (PED).

The Superintendent shall assume the responsibility and be given the authority for the operation of the schools. This responsibility includes employing, fixing the salaries of, assigning, terminating or discharging all employees of the District; preparing the District budget based on schools' recommendations for review and approval by the local Board and the PED, advising each school principal of the approximate amount of money that may be available for the school and providing a school budget template to use in making school budget recommendations; and the business administration, educational leadership, personnel management, public relations, organization of resources, both material and personnel, delegation of duties and authority, and supervision of all delegated tasks and of all individuals to whom authority and responsibility are assigned.

The Board will meet at least once each year with the Superintendent to discuss the Superintendent's job performance.

The Board will take action on the Superintendent's contract no later than the month of February in the year in which the Superintendent's contract expires; but may also extend the contract in the intervening year of a three-year contract. The Superintendent's salary and contract shall be determined annually by the Board.

See policy 209.