



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street

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Spring Green, Wisconsin 53588

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Phone: 608-588-2551

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## Recruitment and Appointment of Administrators

When an opening for district administrator occurs, the Board shall aggressively recruit to fill the position with the most capable person available. The Board shall consider only those candidates who meet both state and local qualifications and who display the ability to successfully carry out the duties of the district administrator.

The Board shall inform various placement agencies of the district administrator position vacancy. The Board, acting as a committee of the whole, shall select and appoint the district administrator. Appointment shall take place at a legally held regular or special meeting of the Board. A majority vote of the entire Board shall be required.

When a vacancy occurs in other administrative positions, the district administrator shall inform the Board by telephone or letter of such a vacancy. Selection and screening procedures for administrative positions shall be developed by the district administrator and approved by the Board.

LEGAL REF.: Sections 111.31 - 111.395 Wisconsin Statutes  
118.24  
121.02(1)(a)  
PI 8.01(2)(a) Wisconsin Administrative Code  
Americans with Disabilities Act of 1990

APPROVED: March 9, 1989

REVISED: October 24, 1996

APPROVED: November 14, 1996