

SCIOTO COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

POLICY 3.03.01 SUPERINTENDENT'S CONTRACT, COMPENSATION, BENEFITS, AND EVALUATION

- A. When a vacancy exists, the Board will first consider entering into an agreement with another county board for the sharing of a superintendent under Division (B) of ORC Section 5126.0219. If the Board determines there are no significant efficiencies or it is impractical to share a superintendent, the Board may appoint a person who holds a valid superintendent's certificate issued under the rules of the Ohio Department of DD, to work under a contract for an interim period not to exceed one hundred eighty days until a permanent superintendent can be employed. Under certain circumstances, the Director of DoDD may approve additional periods of time when requested to do so by a resolution adopted by the County Board.
- B. The appointment of the Superintendent will be secured through an explicit contractual agreement, which will state the term of the contract, compensation and other benefits, and other conditions of employment. The contract will meet all state requirements and will protect the rights of both the Board and Superintendent.
- C. A qualified superintendent as defined by the rules of the Director of the Ohio Department of DD shall be employed initially under a contract of employment for not less than one and not more than three years. At the expiration of his/her initial contract, the Board may reemploy the Superintendent for a succeeding term. If re-employed the Board may, by resolution, designate that he/she is to continue for a term not to exceed five years.
- D. Salary and benefits will be determined by the Board at the time of the appointment and will be reviewed by the Board each year. The Superintendent will be reimbursed for necessary expenses in accordance with the Board's policy for reimbursement of expenses.
- E. If at any time, in the opinion of the majority of the Board members, the Superintendent's services are considered unsatisfactory, s/he will be notified and shall be given an opportunity to correct the deficiencies.
- F. The Board will evaluate the strengths and weaknesses of the Superintendent's performance at least once each year. An evaluation shall occur at least one hundred and twenty days before the expiration of the current contract. Board consensus on the Superintendent's performance will be put in writing and shall be made available and discussed with the Superintendent in conference. The Board must consider the evaluation of the Superintendent in acting to renew or non-renew his/her contract.
- G. If the Board intends to non-renew the Superintendent's contract, notice will be given in writing to the Superintendent at least ninety days before the expiration of the current contract that his/her services will not be retained. However, the Board

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shall give the Superintendent, in his/her first year of employment with the Board, written notification of its intent not to employ sixty days prior to his/her current contract expiration date.

- H. A superintendent may be removed, suspended, or demoted in accordance with ORC. Section 5126.23 for violation of written rules set forth by the Board or for incompetency, inefficiency, dishonesty, drunkenness, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, or other acts of misfeasance, malfeasance or nonfeasance.