ADD TO WAYNE COMMUNITY SCHOOLS POLICIES

**Policy 2008**

**ADMINISTRATION**

**Administrative Position Review**

The Wayne Board of Education advocates that Wayne Community Schools be staffed effectively and efficiently. When an administrative position becomes vacant the school board delegates the responsibility of formulating a recommendation to the school board determining the need to fill the vacancy to the Superintendent. Administrative vacancies are defined as those positions requiring a Nebraska Administrative and Supervisory Certification. At the time a resignation or non-renewal of an administrative contract of an existing administrative position is accepted by the board, authorization is given to the Superintendent to fill the position. Questions concerning the position should be address at the time of the resignation or non-renewal. A recommendation for a new administrative position shall be initiated by the superintendent and require formal board action and approval prior to beginning the process of filling the position.