

# West Linn-Wilsonville School District 3J

Code: **CBA**  
Adopted: 12/04/06  
Readopted: 1/11/16  
Orig. Code(s): CBA

## **Qualifications and Duties of the Superintendent**

The superintendent is the chief executive officer of the district and is responsible for providing the leadership and managerial direction to coordinate staff, curriculum, instruction, facilities, and budget to create and maintain high quality schools that assure appropriate learning by students and that accomplish board goals and objectives. The superintendent is expected to supervise the day-to-day operations of the district and provide educational leadership for the community. In that regard the superintendent will follow the guiding principles set forth below.

### **Qualifications**

The Board requires the superintendent to be a strong educational leader who has the following professional experience and training:

1. A current Oregon administrative license with a superintendent's endorsement or a transitional superintendent license;
2. A master's or doctorate degree in the field of education, preferably in educational administration;
3. Successful teaching experience at the elementary or secondary school level;
4. Service as a superintendent or administrative experience in the central administration of a school system.

### **Guiding Principles**

1. The superintendent will assure achievement of instructional goals and effective student learning by providing leadership in educational program development and implementation, as follows:
  - a. Develop and execute strategies to continually improve the effectiveness of the schools and instructional program;
  - b. Serve as the district's chief advocate for students relating to quality of education;
  - c. Within allowable resources, keep the district current on technological advances in delivery of education services;
  - d. Assess student achievement and periodically report student progress to the Board.
2. The superintendent will provide for a favorable community relations program for the district by directing a public information program and by serving as spokesperson for the district, as follows:
  - a. Maintain good communications with the community and local governments;
  - b. Maintain a system for informing the board, staff, students and community of the district's operation;

- c. Periodically meet with community groups to determine their expectations and priorities for education in this community;
- d. Cooperatively represent the district with the news media.

END OF POLICY

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**Legal Reference(s):**

[ORS 327.133](#)  
[ORS 332.075](#)  
[ORS 332.515](#)  
[ORS 342.125](#)  
[ORS 342.143](#)  
[ORS 342.173](#)  
[ORS 342.175](#)

[ORS 342.200](#)  
  
[OAR 581-022-0102 to -1940](#)  
[OAR 581-023-0006 to -0041](#)  
[OAR 581-023-0104](#)  
[OAR 581-023-0112](#)  
[OAR 581-023-0220 to -0240](#)

[OAR 584-020-0000 to -0045](#)  
[OAR 584-036-0035\(1\)](#)  
[OAR 584-046-0005 to -0024](#)  
[OAR 584-080-0151](#)  
[OAR 584-080-0152](#)  
[OAR 584-080-0161](#)

**Cross Reference(s):**

CBG - Evaluation of the Superintendent