



**Provo City School District**  
**Policy Series 1000: Board of Education**

**Policy No. 1503**

**Superintendent Qualifications and Responsibilities**

*Qualifications* The Board shall appoint the Superintendent on the basis of outstanding professional qualifications.

The Superintendent shall hold an administrative/supervisory license issued by the State Board of Education, except as provided below:

- The Board of Education may request, and the State Board of Education shall grant, a letter of authorization permitting a person with outstanding professional qualifications to serve as superintendent without holding an administrative/supervisory license.

*Oath of Office* The Superintendent shall take the constitutional oath of office:

“I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of Utah, and that I will discharge the duties of my office with fidelity.”

*Responsibilities* The Superintendent shall be the educational leader and administrative manager of the District. The Superintendent shall implement the policies established by the Board, including:

1. Serving as the Board’s chief executive officer.
2. Hearing employee, student, parent and community concerns in accordance with Board policies;
3. Setting an exemplary standard to promote educational excellence and work harmoniously with the Board to set educational goals and objectives reflecting the philosophy of the Board.
4. Reviewing and evaluating all aspects of the District’s educational program, including facilities, and reporting any areas of concern or potential problems to the board.

*Budget Officer* The Superintendent shall serve as a budget officer for the District.

Legal References

Utah Code Ann. 53G-4-301

Article IV, Section X, Utah State Constitution

Utah Code Ann. 53G-7-302

Synopsis

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Qualifications -- Term -- Compensation

Constitutional Oath of Office

School District and Charter School Budgets

Approved by Board of Education:

August 13, 2013