

Revised Leadership Succession Policy

Purpose

To accomplish its Core Beliefs and Commitments consistent with its Managed Performance Empowerment theory of action and sustains Hartford's education reform strategies, the Board sets forth a Leadership Succession Policy. The purpose of the policy is to sustain and promote consistent strategy, goals and culture unto the future to enable organizational learning, continuous improvement and stability.

Scope of Policy

There are three key components of succession planning addressed by this policy:

1. Short-term replacement of the Superintendent in the case of emergency.
2. Long-term leadership change through succession of a new Superintendent.
3. Succession planning for key District leadership positions.

Policy Components

The Board, as a Committee of the Whole, is charged with preparing for and managing planned or unplanned changes of Superintendent leadership. The Chair of the Board will appoint a board member, parent, teacher, administrator, a Hartford community member, and others as he/she deems necessary to serve on the superintendent's search committee to help the Board in ensuring a fair and inclusive recruitment process in accordance with State and Federal law.

1. The Committee of the Whole shall ensure the following:
 - a. The superintendent's recommendation of an acting superintendent to be approved by the Board in the event of an emergency absence or illness of longer than 30 days or the death of the superintendent.
 - b. Implementation of a succession plan for change of superintendent leadership due to resignation, retirement, or completion of contract.
2. The following procedures and timelines shall apply in circumstances when the succession of the superintendent can be planned:
 - a. Prior to the retirement, resignation and/or expiration of the superintendent's employment contract, the Board as a Committee of the Whole will initiate a search for the superintendent's successor. At its discretion, the Committee of the Whole may hire a search consultant with specific expertise in the recruitment of candidates with educational reform experience in an urban setting compatible with the district's policies and strategic operating principles.

The Board, working with the search consultant, will outline the functions and responsibilities of the superintendent. The search consultant will work in conjunction with the Committee of the Whole to develop a set of qualifications and competencies associated with the superintendent's position.

Leadership Succession (continued)

The search consultant will work with the superintendent search committee appointed by the Chair of the Board to select candidates for consideration by the Committee of the Whole.

- b. Candidates recommended by the selection committee will be interviewed by the Committee of the Whole. Finalists may be presented at community forums before the Committee of the Whole nominates the final candidate for approval by the Board of Education.
 - c. The Chair of the Board and the Leadership Committee will negotiate an employment contract with the successful candidate.
 - d. For the appointment of the superintendent a vote of the majority of the Board members will be required at a Board meeting for which due notice has been given of the intended action.
 - e. Upon appointment of a successor, the Board shall develop and implement an onboarding plan to orient the new superintendent to all his/her duties and responsibilities and to all district strategies and goals as contained in the Strategic Operating Plan.
3. The superintendent shall implement a plan for succession from among current employees for key district management positions to include, but not be limited to, the positions of assistant superintendent for pre-K – 12 education, chief research and assessment, chief portfolio officer, chief of early literacy and parent engagement, chief operating officer, chief talent officer and chief financial officer.

Board Oversight

The superintendent will report annually to the Board on his/her plan for succession for key district management positions. The Board may convene as a Committee of the Whole as needed to plan for anticipated vacancies covered under this policy.