

# Stark County Board of Developmental Disabilities

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## DUTIES OF THE SUPERINTENDENT

### POLICY

The Board shall employ a Superintendent under the conditions of ORC 5126.05. Duties of the Superintendent shall be prescribed by the Board and shall include executive and administrative powers and duties in implementing the Board's policies and programs.

Under the general direction from the Board, the Superintendent shall plan, administer, and monitor programs for those it serves in accordance with prescribed policies, approve hiring of personnel and supervise operations carried out by Board personnel. Within the responsibility over operations, the Superintendent has the authority to approve professional service contracts up to \$25,000.00. Contracts over this amount must be approved by the Board.

The Superintendent shall approve all limited employment contracts of one year or less and personnel actions that involve employees, including management employees, as may be necessary to carry out the work of the Board. The Board must approve all limited contracts in excess of one (1) year, however, no limited contract shall exceed five (5) years in accordance with Ohio Revised Code 5126, including 5126.024 and 5126.05.

Specific duties of the Superintendent shall be identified within the Superintendent's job description.

#### References:

ORC 5126.0226

ORC 5126.0227

Historical Resolution Information		Reviewer(s):
<b>Date</b>	<b>Resolution Number</b>	Superintendent
2/18/11	02-24-11	
6/22/13	06-50-13	
8/23/16	08-36-16	