**Superintendent contracting and evaluation/board meetings and executive session**

Boards may **not** meet in executive session to hire the chief executive officer (superintendent) or any other employee if the vacancy has not been advertised, hiring procedures have not been adopted by the board and there has been no opportunity for public input about hiring the chief executive officer.

Standards, criteria and policy directives to be used in hiring chief executive officers (superintendents) must be adopted by the board in an open public meeting during which the public may comment. Each time you change a standard, do it in an open meeting.

You must do three things before you hold an executive session to discuss employment issues:

a. **give the public an opportunity for input into the process;**

b. **establish hiring procedures in advance; and**

   c. **advertise the position vacancy.**

See ORS 192.660.