

School Administrative Unit # 55	Policy Code: CCB
Adopted: 11-12-02	Page 1 of 1

LINE AND STAFF RELATIONS

General Operations

The following principles shall govern the administrative operation of the school system:

1. Each school shall be encouraged to develop the educational program most appropriate for the students attending that school, consistent with local school board policy, state law, and State Board regulations.
2. The Superintendent shall have specific responsibility for overseeing the pattern and sequence of educational experiences provided for children from Entry through Grade 12.
3. Responsibility shall flow simply and clearly from the students through teachers, principals, and the Superintendent to the School Board.
4. Each member of the staff shall be told to whom he/she is responsible and for what functions.
5. Whenever feasible, each member of the staff shall be made responsible to only one immediate superior for any one function.
6. Each staff member shall be told to whom he/she can go for help in working out his/her own functions in the school program.

Line of Responsibility

Each employee in the district, except the clerk(s), treasurer(s), auditor(s), and counsel, shall be responsible to the Board through the Superintendent and School Principal.

All personnel shall refer matters requiring administrative action to the administrator immediately in charge of the area in which the problem arises.

Administrators shall refer such matters to the next higher authority when necessary.

The Superintendent, in administering this policy, shall be guided by the knowledge that the Board values the freest possible interchange of ideas outside the established framework of direct responsibility as preeminently desirable in the schools of the district. Nothing provided herein shall be interpreted as intended to interrupt the free and open flow of ideas and assistance among personnel at every level.