

ADMINISTRATION **2000**

SUPERINTENDENT OF SCHOOLS 2100

ADMINISTRATIVE GOALS 2101

It is the intent of the School Committee to employ qualified personnel to administer the school system efficiently and to require the superintendent of schools to organize the administration in a manner that will make clear the functions of each position and the relationships among them.

The superintendent will establish clear lines of communications with school officials and staff members and will form any staff councils or committees needed to provide for efficient conduct of school business. In order to engage in this process in an orderly and effective fashion, each individual and group will be given particular, clear-cut responsibilities. Channels will be established so that the recommendations and decisions of each group can be heard and reviewed by the chief administrative officer concerned and, where appropriate, by the superintendent and the School Committee.

The expectation will be that the superintendent will develop a list of goals to be approved by the School Committee according to the School Committee calendar.

The organization and administration of the schools will balance responsibility with commensurate authority, subject to the reserved legal powers of the School Committee. This means that a staff member, when assigned a responsibility or a position, will be given the authority to make the decisions necessary to perform the assigned tasks.

For the schools to operate effectively, each administrative officer will be responsible and accountable for producing a plan of professional development for all staff members assigned to his/her area of operation in conjunction with the assistant superintendent of curriculum and instruction and at the direction of the superintendent.

Legal Reference: MGL 71:37

Reviewed: December 2016