

**SCHOOL POLICIES
INDEPENDENT SCHOOL DISTRICT 16**

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SERIES	300	Administration
SUBJECT	301	School District Administration
Adopted		January 9, 2001
Revised		June 14, 2011

I. PURPOSE

The purpose of this policy is to clarify the role of the school district administration and its relationship with the School Board.

II. GENERAL STATEMENT OF POLICY

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the school district administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The School Board expects all activities related to the operation of the school district to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the School Board.
- C. The School Board shall seek specific recommendations, background information and professional advice from the school district administration, and will hold the administration accountable for sound management of the schools.
- D. The Superintendent is responsible for all matters related to the day-to-day operations of the organization as expressed in the Board's policies and goals. All staff members are considered to report directly or indirectly to the Superintendent
- E. The Superintendent and the Superintendent's designees are responsible for supervising, directing and disciplining employees, and the Superintendent is responsible for informing the Board of significant personnel issues in a timely manner.
- F. The Board will not formally evaluate any staff member other than the Superintendent.

- G. The School Board and school administration shall work together to share information and decisions that best serve the needs of school district students within financial and facility constraints that may exist.

Legal References: Minn. Stat. 123B.143 (Superintendent)
Minn. Stat. 123B.147 (Principals)

Cross References: MSBA Service Manual, Chapter 5, School Board-Staff Relationships