



Administration

6000

The Board of Directors recognizes that while final authority and responsibility rests with the Board, its primary function is to legislate rather than administer policy. The Board, therefore, designates the Superintendent of Schools as its Chief Executive Officer with basic responsibility for carrying out its policies through such rules and regulations as may be necessary.

Administrative & Supervisory Staff

6113

The Superintendent shall appoint, with the approval of the Board, the administrative and supervisory staff which are necessary for the most efficient and effective operations of the district. The Superintendent shall have the authority to reorganize and/or rearrange the specific responsibilities of the administrative and supervisory staff.

Evaluation of the Superintendent

6122

Cognizant of the fact that open and candid communication between the Board of Directors and the Superintendent is an indispensable prerequisite to the success of the district's total program, it shall be the policy of the Board of Directors that all or a major portion of one Board meeting each year shall be devoted to a discussion of the working relationships between the Superintendent and the Board, and the performance of the Superintendent.

On or about June 1 the Superintendent shall assist the Board in evaluating the previous school year goals and establishing Board goals for the coming school year.

Prior to July 1 of each year, the Board shall evaluate and assess, in writing, the performance of the Superintendent with respect to the progress attained in accomplishing the goals and objectives for the year in question.

On or about July 1 of each year the Superintendent and Board shall meet to establish the Superintendent's goals and objectives for the ensuing year. Said goals and objectives shall be reduced to writing and be included among the criteria by which the Superintendent is evaluated at the conclusion of the contract year.



Principals

6130

Principals and other building administrative staff will be accountable for the proper and efficient conduct of classroom teaching in their schools which will meet the individual and collective needs of the particular students enrolled. Principals shall achieve and maintain standards of excellence in the instructional program so that each student exposed to this program derives the greatest academic and personal benefit from the learning experience. Principals have the primary responsibility for the improvement of instruction in their programs. A principal must possess the knowledge and skill necessary to evaluate the performance of staff members in accordance with district evaluation procedures. The superintendent shall be responsible for determining the evaluation skill and/or needs in considering candidates for the position of principal as well as providing an on-going development program related to the needs of all principals.

Legal Reference: RCW 28A.400.100/110; RCW 28A.150.240; RCW 28A.405.120/130/230)

Duties of Administrative Staff

6140

As authorized by the Superintendent, the administrative staff shall have full responsibility for the day-to-day administration of their area of responsibility. Administrative staff are governed by the policies of the district and are accountable to the Superintendent. The Superintendent shall define the specific responsibilities of administrative staff.



Leadership Team

6150

The Board recognizes the importance of maintaining an effective Leadership Team to strengthen the administration and educational programs of the district and to establish and improve communications, decision-making, conflict resolution, and other relationships among the members of the team. The Leadership Team provides a means whereby educational policies and administrative procedures that define the district's programs and operations are arrived at through shared responsibility and authority.

The Leadership Team is composed of the superintendent and administrative, supervisory and administrative-support staff who have significant responsibilities for formulating district policies or administering district programs; and, in addition, direct and supervise other staff.

The district's Leadership Team shall provide input into policies which directly affect management staff in the administration of the school district by:

1. Assisting in the development of the educational goals and objectives of the district;
2. Applying available knowledge to the improvement of the district instructional program and support services;
3. Providing input into the development of district and department financial plans and budgets;
4. Providing input into the selection, staffing, transfer and reassignment of district personnel;
5. Providing input into the labor relations policies and practices of the district;
6. Evaluating proposals made by other staff members and making recommendations on the district's response; and
7. Serving as a forum to review any problems facing the district.

The Leadership Team shall address itself to appropriate concerns identified by the Superintendent and appropriate concerns identified by any member of the team.

The Leadership Team will meet at least once each month.

*** 4/22/87 (Entire Section Revised)**