



Policy 6000 – Goals – Administration

[NOTE: This policy provides an opportunity for the Board to describe what is important to it and what the Trustees will strive to keep in mind when adopting, reviewing, and editing the other policies in Section 4000. Considering and customizing this policy is intended to act as a focal point for discussion by the Board. Because this policy is not based closely on any section of state or federal law or administrative rules, the Board has a great deal of freedom to edit it to reflect what is important to it, including the District's strategic plan.]

The Superintendent of Schools is the executive officer of the Board of Trustees and the administrative head of all divisions and departments of the District. The Superintendent is directly responsible to the Board for implementing its policies, ensuring the faithful and efficient observance of District rules by all employees, and enforcing all provisions of law relating to the operation of the schools.

The Board adopts policies on District and school administrators and administration. In doing so, the Board prioritizes the following principles, aims, and values:

[SELECT, REVISE, ADD TO, AND DELETE THE FOLLOWING AS APPROPRIATE FOR THE BOARD:]

The primary function of the administrative staff is to manage the District and to facilitate the implementation of a high quality educational program;

1. Administrators should provide for efficient and responsible supervision, implementation, evaluation, and improvement of the instructional program, consistent with Board policies;
2. Effective and responsive communication with staff, students, parents, and other citizens are important administrator responsibilities;
3. The administration should foster staff initiative and open communication;
4. The District's administrative organization shall be designed so that all divisions and departments of the District are part of a single system guided by Board policies which are implemented through the Superintendent;
5. Principals and other administrators are expected to administer their facilities in accordance with Board policy and the Superintendent's rules and procedures;



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6. Administrators, via the Superintendent, shall keep the board informed about concerns, accomplishments, and other matters impacting the District;
7. The Board shall concern itself with the governance of the District and refrain from involvement in **day-to-day** administrative matters.

Legal Reference:

Adopted:

Revised:

Reviewed: