

## **Administration**

### **Lines of Responsibility**

Lines of responsibility in this school district shall, to the fullest extent, be structured so that:

1. Each member of the staff shall be told to whom he/she is responsible and for what functions.
2. Whenever possible, each member of the staff shall be made responsible to only one immediate supervisor for any one function.
3. Each staff member shall be told to whom he/she can appeal in case of disagreement with the person to whom the staff member is responsible.
4. Each staff member shall be told to whom he/she can go for help in working out his/her own functions in the district program.
5. Each staff member shall be kept advised of the policies, functions and progress of the district.

**Policy adopted: ~~March 19, 2012~~**