

* highlights show missing (removed) from our version.

BOARD OF EDUCATION
INTERMEDIATE SCHOOL DISTRICT

ADMINISTRATION
1230/page 1 of 2

RESPONSIBILITIES OF THE SUPERINTENDENT

The Superintendent shall strive to achieve District goals by providing educational direction and supervision to the professional staff and supervision to the support staff and by acting as a proper model for staff and students both in and outside the District.

Duties and Responsibilities

The Superintendent shall be directly responsible to the Board of Education for the performance of assigned duties and responsibilities:

- () keep the Board informed of school operation by preparing monthly Board agendas, providing oral and written communication, scheduling management team committee meetings, and requesting special Board meetings that become necessary to keep the Board properly informed;
- () ensure that all aspects of District operation comply with State laws and regulations as well as Board contracts and policies;
- () establish and maintain any written educational plan that may be required by law and consistent with the educational goals adopted by the Board;
- () ensure proper implementation of the current District-wide instructional plan as it applies to each program;
- () ensure the efficient use of District resources in the daily operations of the District;
- () assign staff to achieve the maximum benefit toward the attainment of educational goals;
- () evaluate the progress of the professional and support staff toward the attainment of educational goals;

- () analyze the results of instructional program development as it applies to the Board's educational goals;
- () recommend changes in instructional or staffing patterns based on an analysis of staff and program progress;
- () work cooperatively with parents, constituent local districts, community groups, and other organizations concerned with District programs;
- () develop personal capabilities in personnel strategies and facility management;
- () work cooperatively with the Board and administrative staff;
- () strive toward the highest standards of personal conduct;
- () perform such other duties as the Board may direct.

M.C.L. 380.653

© NEOLA 2012

Lenewee: Adopted exactly
Jackson: don't have this policy
Branch: considerable changes in wording (see attached)
Calhoun: same

policy

**BOARD OF EDUCATION
HILLSDALE COUNTY
INTERMEDIATE SCHOOL DISTRICT**

ADMINISTRATION
1230/page 1 of 2

RESPONSIBILITIES OF THE SUPERINTENDENT

The Superintendent shall strive to achieve District goals by providing educational direction and supervision to the professional staff and supervision to the support staff and by acting as a proper model for staff and students both in and outside the District.

Duties and Responsibilities

The Superintendent shall be directly responsible to the Board of Education for the performance of assigned duties and responsibilities:

- A. ensure that all aspects of District operation comply with State laws and regulations as well as Board contracts and policies;
- B. establish and maintain any written educational plan that may be required by law and consistent with the educational goals adopted by the Board;
- C. ensure proper implementation of the current District-wide instructional plan as it applies to each program;
- D. ensure the efficient use of District resources in the daily operations of the District;
- E. assign staff to achieve the maximum benefit toward the attainment of educational goals;
- F. evaluate the progress of the professional and support staff toward the attainment of educational goals;
- G. analyze the results of instructional program development as it applies to the Board's educational goals;
- H. recommend changes in instructional or staffing patterns based on an analysis of staff and program progress;

policy

**BOARD OF EDUCATION
HILLSDALE COUNTY
INTERMEDIATE SCHOOL DISTRICT**

ADMINISTRATION
1230/page 2 of 2

- I. work cooperatively with parents, constituent local districts, community groups, and other organizations concerned with District programs;
- J. develop personal capabilities in personnel strategies and facility management;
- K. work cooperatively with the Board and administrative staff;
- L. strive toward the highest standards of personal conduct.

M.C.L. 380.653

- ▷ Bylaws & Policies
- ▷ Administrative Guidelines
- ▷ Forms
- ▷ State Government

Search for:

Find It!

1230 - DUTIES OF THE SUPERINTENDENT

The Superintendent shall strive to achieve District goals for students by providing educational direction and supervision to the professional staff and supervision to for staff and students both in and outside the District.

Duties and Responsibilities

In order to achieve the function of his/her position, the Superintendent shall:

- A. ensure that all aspects of District operation comply with State laws and regulations as well as Board contracts and policies;
- B. establish and maintain educational plans required by law and consistent with the educational goals adopted by the Board;
- C. ensure proper implementation of the current District instructional plans;
- D. strive to increase the efficient use of District resources in the daily operations of the District;
- E. assign staff to achieve the maximum benefit toward the attainment of educational goals;
- F. evaluate the progress of the professional and support staff toward the attainment of educational goals;
- G. analyze the results of instructional program development as it applies to the Board's educational goals;
- H. recommend changes in instructional or staffing patterns based on an analysis of staff and program progress;
- I. work cooperatively with parents and community groups concerned with District programs;
- J. develop personal capabilities in personnel strategies and facility management;
- K. work cooperatively with the Board and administrative staff;
- L. strive toward the highest standards of personal conduct.

Work Relationships

The Superintendent shall be directly responsible to the Board of Education for the performance of assigned duties and responsibilities.

M.C.L.A. 380.653