

The general purpose of the district's administration shall be to coordinate and supervise, under the policies of the Board, the creation and operation of an environment in which students learn most effectively. Administrative duties and functions should be appraised in terms of the contribution made to improving instruction and learning. The Board shall rely on its chief executive officer to provide, at the district level, the administrative leadership demanded by such a far-reaching goal.

The district's administrative organization shall be designed so that all divisions and departments of the central office and all schools are part of a single system guided by board policies, which are implemented through the district administrator. Principals and central office administrators are all expected to administer their units in accordance with board policy and the district administrator's rules and procedures. However, the mere execution of directives cannot, by itself, be construed as good administration.

Within the concept of an effective total system, it shall be the policy of the Board that ways shall be sought to decentralize administration in order to bring administrative decisions closer to, hence more responsive to, specific needs of individual students and the school community.

The district administrator, each principal, and all other administrators shall have the authority and responsibility necessary for his or her specific administrative assignment. Each shall likewise be accountable for the effectiveness with which the administrative assignment is carried out. The board shall be responsible for clearly specifying requirements and expectations of the district administrator, then holding the administrator accountable by evaluating how well those requirements and expectations have been met. In turn, the district administrator shall be responsible for clearly specifying requirements and expectations for all other administrators, then for holding each accountable by evaluating how well requirements and expectations have been met.

Major goals of administration in the district shall be:

1. To manage the district's various departments, units, and programs effectively.
2. To provide professional advice and counsel to the board and to advisory groups established by board action. Preferably, where feasible, this will be done through reviewing alternatives, analyzing

- the advantages and disadvantages of each, and recommending a selection from among the alternatives.
3. To implement the management function so as to assure the best and most effective learning program, through achieving such objectives as:
    - Providing leadership in keeping abreast of current educational developments;
    - Arranging for the staff development necessary to the establishment and operation of learning programs that better meet learner needs;
    - Coordinating cooperative efforts at improvement of learning program, facilities, equipment, and materials; and
    - Providing access to the decision making process for improvement ideas from staff, students, parents, and others

## Legal References:

## Cross References:

**Adoption Date:** 1/8/2018