

SUPERINTENDENT/PRINCIPAL RESPONSIBILITIES AND DUTIES

The Board of Education desires to establish a productive working relationship with the Superintendent/Principal and to ensure that the work of the Superintendent/Principal is focused on student learning and achievement and the attainment of the district's vision and goals. The Board also desires to provide a fair basis for holding the Superintendent/Principal accountable. The responsibilities of the Superintendent/Principal are detailed in law, in the Superintendent/Principal's contract, and throughout Board policies and administrative regulations.

(cf. 0000 - Vision)

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 2121 - Superintendent's Contract)

The Board shall clarify expectations and goals for the Superintendent/Principal at the beginning of every evaluation year.

(cf. 2140 - Evaluation of the Superintendent)

As the chief executive officer of the district, the Superintendent/Principal shall implement all Board decisions and manage the instructional and noninstructional operations of the schools. The Superintendent/Principal also serves as a member of the district's governance team and has responsibilities to support Board operations and decision making.

(cf. 2210 - Administrative Leeway in Absence of Board of Education Policy)

(cf. 9000 - Role of the Board)

(cf. 9122 - Secretary)

The Superintendent/Principal may delegate any of his/her responsibilities and duties to other district staff, but he/she remains accountable to the Board for all areas of operation under the Superintendent/Principal's authority.

(cf. 4301 - Administrative Staff Organization)

Legal Reference: (see next page)

SUPERINTENDENT/PRINCIPAL RESPONSIBILITIES AND DUTIES (continued)

Legal Reference:

EDUCATION CODE

17604 Delegation of powers to agents

17605 Delegation of authority to purchase supplies, equipment and services

35020-35046 Powers and duties of superintendent

48900 Authority of superintendent to recommend suspension or expulsion

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance

Superintendent Governance Standards, 2001

WEB SITES

CSBA: <http://www.csba.org>

American Association of School Administrators: <http://www.aasa.org>

Association of California School Administrators: <http://www.acsa.org>