

ORGANIZATION FOR ADMINISTRATIVE PURPOSES

The Board desires the district administrator to establish clear understandings on the part of all personnel of the working relationships in the school system.

Lines of direct authority shall be those approved by the Board and shown on the District organizational chart.

Personnel shall be expected to refer matters requiring administrative action to the administrator to whom they are responsible. That administrator shall refer such matters to the next higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate.

It is expected that the established lines of authority will serve most purposes. All personnel shall, however, have the right to appeal any decision made by an administrative authority. An appeal can be made to the individual's supervisor, such as a complaint against a coach would be referred to the Assistant Principal/Athletic Director, a complaint against a teacher would go to the Building Principal, a complaint about an administrator would go to the District Administrator and a complaint against the District Administrator would go to the Board President. All appeals will be final at the District Administrator level, except those regarding the conduct of the District Administrator, which will stop with the Board of Education.

Additionally, the lines of authority do not restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school programs and services. The established lines of authority represent direction of authority and responsibility and represent avenues for a two-way flow of ideas to improve the program and operations of the school system.

CROSS REF.: 251-Exhibit - Organizational Chart

APPROVED: March 26, 1985
March 15, 2010
November 17, 2014
March 16, 2020
MARCH 25, 2024