

Salmon River Joint School District No. 243

ADMINISTRATION

6100P

Board / Superintendent Relations

| The Board shall: | The Superintendent shall: |
|---|---|
| Select the Superintendent and delegate to him/her all necessary administrative powers | Serve as chief executive officer of the District. |
| Adopt policies for the operations of the school system and review administrative procedures. | Recommend policies or policy changes to the Board and develop procedures that implement Board policy. |
| Formulate a statement of goals reflecting the philosophy of the District. | Provide leadership in the development, operation, supervision and evaluation of the educational program. |
| Adopt annual objectives for improvement of the District. | Recommend annual objectives for improvement of the District. |
| Approve courses of study. | Recommend courses of study. |
| Approve textbooks. | Recommend textbooks. |
| Approve the annual budget. | Prepare and submit the annual budget. |
| Employ certificated and classified staff, in its discretion, upon recommendation of the Superintendent. | Recommend candidates for employment as certificated and classified staff. |
| Authorize the allocation of certificated and classified staff. | Recommend staff needs based on student enrollment, direct and assign teachers and other employees of the schools under his/her supervision; shall organize, reorganize and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the District, subject to the approval of the Board. |
| Approve contracts for construction, remodeling, or major maintenance. | Recommend contracts for major construction, remodeling or maintenance. |

| The Board shall: | The Superintendent shall: |
|---|--|
| Approve payment of vouchers and payroll. | Recommend payment of vouchers and payroll. |
| Approve proposed major changes of school plant and facilities. | Prepare reports regarding school plant and facilities needs. |
| Approve collective bargaining agreements. | Supervise negotiation of collective bargaining agreements. |
| Assure that appropriate criteria and processes for evaluating staff are in place. | Establish criteria and processes for evaluating staff. |
| Appoint citizens and staff to serve on special Board committees, if necessary. | Recommend formation of ad hoc citizens' committees. |
| Conduct regular and special meetings. | As necessary attend all Board meetings and all Board and citizen committee meetings, serve as an ex-officio member of all Board committees and provide administrative recommendations on each item of business considered by each of these groups. |
| Serve as final arbitrator for staff, citizens and students. | Inform the Board of appeals and implement any such forthcoming Board decisions. |
| Promptly refer all criticisms, complaints, and suggestions called to its attention to the Superintendent. | Respond and take action on all criticism, complaints, and suggestions as appropriate. |
| Authorize the ongoing professional enrichment of its administrative leader as feasible. | Undertake consultative work, speaking engagements, writing, lecturing, or other professional duties and obligations. |
| Approve appropriate District expenditures recommended by the Superintendent for the purpose of ongoing District operations. | Diligently investigate and make purchases that benefit the most efficient and functional operation of the District. |

Procedure History:

Adopted on: May 18, 2009

Revised on: