

Superintendent Role

GOAL SETTING

Assists and advises board in creating the long and short-term goals. Based on the goals, establishes strategies for implementation at each school.

SUPERINTENDENT'S RESPONSIBILITIES

Manages operations in central office and coordinates and oversees efforts of all schools within the district. Works toward meeting district and superintendent goals established by Board.

BUDGET

Works with school administrators to develop a draft budget, recommends the budget to the board, makes revisions as requested by the board, and administers the budget adopted by the board.

CURRICULUM

Recommends courses of study and texts aligned with district vision, goals and objectives. Provide student assessment data for board analysis.

STAFFING AND APPRAISAL

Recommends all personnel to be hired; is responsible either directly or indirectly for performance evaluations

FACILITIES

Analyzes, interprets and communicates the needs of the school system to the board and supervises facility renovations and new construction projects.

COMMUNITY RELATIONS

Recommends and implement a program of school-community relations and keeps all stakeholder groups informed about district policies, programs and procedures.

Board Role

GOAL SETTING

The district vision is translated into long and short-term goals. The board establishes the structure to accomplish the vision, and periodically evaluates the results.

DESIGNATING & EVALUATING SUPERINTENDENT

Recruits, hires and evaluates the performance of the superintendent.

BUDGET

Reviews the budget submitted by the superintendent and aligns the funding priorities with the district goals.

CURRICULUM

Approves recommended curriculum and texts based on standards, goals and policies established by Board. Review and evaluate curriculum as it relates to student assessment results.

STAFFING AND APPRAISAL

Adopts policies governing salaries and salary schedules, terms and conditions of employment, fringe benefits, leave and professional development and employee evaluations.

FACILITIES

Determines school facility needs and communicates proposed construction plans to the community

COMMUNITY RELATIONS

Adopts policies governing school-community relations, advocates for the public school system and remains responsive to community ideas and needs.