

ADMINISTRATION GOALS

Proper administration of the schools is most vital to a successful educational program. 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, the Superintendent, to provide at the district level the professional 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 Superintendent. Principals and central office administrators are all expected to administer their units in accordance with Board policy and the Superintendent's rules and procedures. However, the mere execution of directives cannot, by itself, be construed as good administration. Vision, initiative, resourcefulness and wise leadership – as well as consideration and concern for staff members, students, parents/guardians and others – are essential for effective administration.

The Superintendent, each principal and all other administrators shall have the authority and responsibility necessary for his/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 Superintendent, then holding the Superintendent accountable by evaluating how well those requirements and expectations have been met. In turn, the Superintendent 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.

ADOPTED: August 25, 1980

REVISED: December 20, 1999

LEGAL REF.: Wisconsin Statutes: 118.24

CROSS REF.: CBA, Qualifications and Duties of the Superintendent (Job Description)
CBG, Evaluation of the Superintendent

REVIEW DATE: January 23, 2012