

Board of Education and Superintendent Relationship
Board of Education
Wrightstown Community School District

The Board of Education recognizes that the Superintendent is the only administrative position that, by statute, is held directly accountable to their oversight. It is the primary duty of the Board to establish policies and the Superintendent to administer and implement such policies. Final decisions on policy adoption is the sole responsibility of the Board.

As the Chief Administrative Officer of the District, the Superintendent should be given the latitude to determine the best method of implementing the policies of the Board. Policy should not be originated or changed without the input and recommendation of the Superintendent.

As the Chief Administrative Officer of the District, the Superintendent will serve as the primary professional advisor to the Board. The Board shall conduct an annual performance evaluation/review with the Superintendent, using a mutually agreed upon format or instrument. The performance review will include progress toward District goals and feedback on job performance indicators.

The Board recognizes the importance of administrative leadership. Building and department heads shall form an “Administrative Team”, and while they will report directly to the Superintendent, they may be asked to report to the Board in a timely and appropriate manner. Examples may be monthly Board reports, financial statements, etc. All other district personnel shall follow the established “chain of command” in defining their roles and responsibilities.

The Board shall respect the chain of command, and in doing so will give direction only to the Superintendent with a single voice derived from Board action, never from individual members. The Board recognizes the following benefits of following the chain of command process:

- 1) It provides everyone equal access to the appropriate decision maker within the structure of administration and staff;
- 2) It protects the rights and confidentiality of everyone, both inside and outside of school;
- 3) It neutralizes individual tendencies to pursue personal agendas or interest that do not align with goals and vision;

- 4) It provides an accountability trail so that issues, complaints, etc. can be reviewed by the next level of authority;
- 5) It provides a businesslike way to resolve issues without being disruptive to normal activities;
- 6) It limits the scope of conflict by providing the person closest to a problem the chance to reach resolution; and
- 7) It builds confidence, trust, and support at all levels of the district.

Approved: 3/17/2021

Reviewed:

Revised:

Legal References: #1200 Board Member Code of Conduct; #2200 School District Administrator Position Description; #2420 Line of Responsibility; #2440 Administrative Chain of Command; #0800 Board of Education Structure