

Goals

The purpose of the school administration is to help create and foster an environment in which the pupils can learn most effectively. All administrative duties and functions will be appraised in terms of the contributions that they make to better instruction and increase student motivation and achievement. The administrative staff's primary functions are to manage the District and to facilitate the implementation of a quality educational program. The proper administration of the schools is most vital to the success of the educational program. Although the superintendent shoulders most of the responsibility within the policies set forth by the board, neither the superintendent nor the board can make all of the important decisions in individual schools. The principal and the school staff are in direct daily contact with students. Therefore, they are most directly responsible for educational results. In keeping with this responsibility, school administrators must have commensurate authority.

Major Goals of the Administration

1. To manage the district's various units and programs effectively.
2. To provide professional advice and counsel to the board and to any advisory group established by Board action.
3. To implement the management function so as to ensure the best and most effective learning programs through achieving such sub-goals as:
 - (a) providing leadership in keeping abreast of current educational developments;
 - (b) arranging for the staff development necessary to the establishment and operation of learning programs that better meet more learner needs;
 - (c) coordinating cooperative efforts at improvement of learning programs, facilities, equipment, and materials; and
 - (d) providing access to the decision-making process for the ideas of staff, students, parents and others.
4. To develop and maintain close working relationships and open channels of communication within the schools system and community;
5. To encourage a positive problem solving approach within the school district and to maintain positive relationships with the board of trustees, school administration, and district employees.
6. To facilitate the assessment of educational priorities and the development of annual administrative/board objectives.
7. To foster staff initiative and rapport.
8. To monitor and maintain district finances and to report to the school board.

Policy History:

Adopted on: August 10, 2009

Revised on: June 21, 2010