

ADMINISTRATION GOALS

Section C: General School Administration

File: CA

It is the intent of the School Committee that the District employ qualified personnel to administer the school system efficiently and to require the Superintendent to organize the administration in a manner that will make clear the functions of each position and the relationships among them.

The Superintendent will establish clear lines of communication, both vertically and horizontally, and will form any staff councils or committees needed to provide for efficient conduct of school business. In order to engage in this process in an orderly and effective fashion, each individual and group will be given particular, clear-cut responsibilities. Channels will be established so that the recommendations and decisions of each group can be heard and reviewed by appropriate administrator concerned, and, where appropriate, by the Superintendent and School Committee.

The organization and administration of the schools will balance responsibility with commensurate authority, subject to the reserved legal powers of the School Committee. This means that a staff member, when assigned a responsibility or a position, will be given the authority to make the decisions necessary to perform the assigned tasks.

For the schools to operate effectively, each administrator will be responsible and accountable for making a plan of development for all staff assigned to his/her area of supervision. All staff will be responsible for developing professional practice goals and evidence of successful performance in the four standards required in the Massachusetts Educator Evaluations. The superintendent will also be responsible for developing district improvement goals and reporting annually on the progress of the strategic plan.

References:

Source: MASC, [DESE Educator Evaluation](#)

Version Control

Action	Date
First Reading	11/7/2016
Second Reading	11/21/2016
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