

## SCHOOL ADMINISTRATIVE UNIT 79

CCB

### CHAIN OF COMMAND

#### General Operations

The following principles shall govern the administrative operation of the District.

1. The school shall be encouraged to develop appropriate education programs for the students attend the school, consistent with School Board policy, state law, and State Board regulations.
2. The Superintendent shall have specific responsibility of overseeing the pattern and sequence of educational experiences provided for children from kindergarten through grade 12.
3. Responsibility shall flow simply and clearly from the teachers, principal and the Superintendent to the School Board.
4. Each member of the staff shall be informed to whom she/he is responsible.
5. Whenever feasible, each member of the staff shall be made responsible to only one immediate superior for any one function.
6. Each staff member shall be told to whom she/he can go for help in working out her/his own functions in the District.

#### Line of Responsibility

Each employee in the District shall be responsible to the Board through the Superintendent and School Principal.

All personnel shall refer matters requiring administrative action to the administrator immediately in charge of the area in which the problem arises.

Administrators shall refer such matters to the next higher authority when necessary.

Adopted: January 25, 2010