

DUTIES OF THE SUPERINTENDENT

1. Administers school operations, making necessary decisions in emergencies and in the absence of policy (See CHD)
2. Supervises all district personnel; nominates teachers and oversees their evaluation (AFC) recommends hiring, compensation, assignments, promotion, dismissal or discipline of staff. (GCPD)
3. Develops programs for the implementation of the district's educational goals, reviews their progress and reports results to the Board and public. (IM)
4. Manages the budget, directing the Business Administrator in the authorization of purchases, payroll, etc. (DI, DJA). Prepares material for planning of future budgets.
5. Prepares for and attends School Board meetings, arranging for the availability of appropriate persons and information, (BDDC, CBABB) and keeps the Board informed between meetings.
6. Oversees the keeping of records and the filing of reports with state and other agencies. (EH, GBL)
7. Protects the rights of individuals involved in the school system, while maintaining discipline; conducts investigations of serious incidents; adjudicates disputes. (JGD)
8. Keeps up to date in various applicable areas including statutes and Board of Education rulings, enrollment trends, developments in instructional equipment and methods and community needs and resources.

As the Chief Executive, the Superintendent's role is implicit in the carrying out of all policies. In addition to those noted above, a partial list of policies which explicitly detail duties of the Superintendent would include:

AB, BGG, BCA, BCB, BDDG, BFD, CHA, CHB, CI DD, DH, DI, DN, EB, EBC, EBCC, EB CD, ECAB, FEA, GBE, GCE, GCQAA, GD, IGDA, IIAA, IICB, INB, JGE, JHCA, JHF, JL, KBC, KJ, KK, KLB.

LONDONDERRY SCHOOL BOARD

Adopted: September 25, 1978

Reviewed/Readopted: September 26, 1989