

THORP SCHOOL DISTRICT ADMINISTRATIVE PROCEDURE TO BOARD POLICY

No. 1620P

1000 BOARD OF DIRECTORS

1620P Board-Superintendent Relationship

The Board of Directors will:

- Select the superintendent and delegate to him/her all necessary administrative powers.
- Adopt policies for the operation of the school system and review administrative procedures.
- Provide direction for the educational program.
- Review courses of study.
- Adopt textbooks and teaching materials.
- Review annual report on district programs.
- Approve the annual budget.
- Elect administrators, principals and teachers upon recommendation of the superintendent.
- Authorize the allocation of certificated and classified staff time.
- Approve contracts for construction.
- Approve payment of vouchers and payroll.
- Review monthly fiscal reports.
- Approve proposed changes of school plant and facilities.
- Approve collective bargaining agreements.
- Establish criteria and processes for staff evaluation.

The Superintendent will:

- Serve as chief executive officer of the district.
- Recommend policies or policy changes to the board and develop procedures which implement board policy.
- Provide leadership in the development, operation, supervision and evaluation of the educational program.
- Approve courses of study.
- Recommend textbooks and materials.
- Develop annual descriptive guide of district.
- Prepare and submit the annual budget.
- Recommend candidates for election as administrators, principals, and teachers.
- Recommend staff needs based on enrollment.
- Recommend contracts for major construction.
- Recommend payment of vouchers and payroll.
- Prepare monthly fiscal reports.
- Prepare reports regarding school plant and facilities needs.
- Coordinate collective bargaining process.
- Recommend criteria for evaluating staff members.

- Appoint citizens and staff members to serve on special committees.
- Recommend formation of ad hoc citizen committees.
- Serve as final arbitrator for school personnel, citizens and students.
- Inform board of appeals and implement any such forthcoming board decisions.

Cross Reference: Board Policy 1620

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Adoption Date: 04-28-09
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