

Policy

Glen Ridge Board of

Education

1120 MANAGEMENT TEAM

The Board of Education recognizes the value of a system of management organization that enhances communication among administrators and between the administration and the Board, encourages a shared responsibility for educational policy decisions, and provides for the equitable resolution of conflicts.

The Board directs the Superintendent to establish a management team that includes the Superintendent and those administrative, supervisory, and support staff members who are responsible for employee evaluation, the adjudication of grievances, supervision of employees, or recommendations regarding the employment of employees.

Within the guidelines of Board policy, negotiated agreements and New Jersey law the Board expects the educational administration to:

1. Provide up-to-date information and sound professional advice to the Board, as an aid in rational decision-making;
2. Plan, organize, implement and evaluate the educational programs established by Board policy, in order to provide optimum educational opportunities to the pupils of the district;
3. Provide these optimum educational opportunities at the lowest possible cost;
4. Use efficient administrative and management procedures, pursuant to law and regulations, and developed after consultation with and among the Board, administrators and appropriate staff members;
5. Coordinate the resources of the community with those of the district;

6. Keep the Board informed of all new legislative actions or changes in code and statute, which affect the policies, programs or operations of the district.

The district's administrative organization shall be designed so that all divisions and departments of the central office and of all schools are part of a single system, guided by Board policies, which are implemented through the Superintendent. All principals and central office administrators are expected to administer their units in accordance with Board policies and the Superintendent's rules and procedures.

It shall be the policy of the Board of Education that administrative decisions be made whenever possible at the level closest to and most responsive to the specific needs of individual students and the school community. The Superintendent, each Principal, and all other administrators shall have the authority and responsibility necessary for their specific administrative assignments. Each shall likewise be accountable for the effectiveness with which the administrative assignment is carried out.

The Board shall be responsible for clearly specifying requirements and expectations of the Superintendent, then holding the Superintendent accountable by evaluating how well those requirements and expectations have been met.

In turn, the Superintendent shall be responsible for clearly specifying requirements and expectations for all other administrators, and then for holding each accountable by evaluating how well his/her requirements and expectations have been met.

The Board of Education shall operate a unit control system headed by the Superintendent.

The authority of the Board of Education is transmitted through the Superintendent along specific paths from person to person as shown in the organization chart of the school district. The lines of authority represent direction of authority and responsibility. The lines are those approved by the Board of Education and are intended to establish clear understanding on the part of all personnel of the working relationships in the school system.

Personnel are expected to refer matters requiring administrative action to the administrator to whom they are responsible.

Personnel are expected to keep the person to whom they are immediately responsible informed of their activities by appropriate means.

N.J.S.A. 18A:11-1; 18A:27-4

Adopted: 25 November 2002