

BOARD COMMUNICATIONS WITH STAFF

A clear understanding of responsibilities and relationships between and among the Board and school personnel is essential for a smoothly running and efficient school system. It should be remembered that the Board, school administrators, teachers, and all others responsible for any phase of the work of CRCS have a common and basic responsibility--the welfare of the children in the school. This responsibility must guide all of our considerations and decisions.

Board and Executive Director:

The relationship of the Board and the Executive Director can best be described as one of teamwork. They must pull together and some of their functions are not readily separable. However, the primary functions are separable and should be clearly understood by each. The Board is the legislative body of the school unit. It exercises its control over the schools through the formation of policies and the adoption of rules and regulations.

The Executive Director is the executive officer of the Board and the chief administrative officer. The Board of Directors recognizes that the Executive Director is the chief executive officer in the school system and wishes to make this clear to all staff members and to all citizens.

All communications or reports to the Board, or to any committee of the Board, from the Principal, teachers, or other employees shall be submitted through the Executive Director. Nothing in this paragraph, however, shall be construed as denying the right of any employee to appeal to the Board from the decision of the Executive Director on any important matter provided the Executive Director shall have been served with notice of appeal and that it is handled through him/her to the Board.

Board and Principal:

The school principal has no direct administrative relations with the Board. His/her relations to the Board are through the Executive Director. The Principal is directly responsible to the Executive Director; for the Board recognizes that the Executive Director is the person to whom it must look for professional leadership within the school system. He/she is the person who must take the leadership in putting into practice the policies of the Board. The Principal is likewise held responsible before bringing them to his attention. A spirit of cooperation and mutual helpfulness must prevail between the Executive Director and the Principal if the best results are to be realized. For instance, the Principal and the Executive Director must cooperate in the selection of the school staff for the Principal is in the best position to know the kind of person needed for a particular type of service in his school. However, the Principal must make his/her recommendations to the Executive Director and not to the Board. At all times the Principal must remember that all matters which require Board action must be presented to the Board by the Executive Director.

Board and Teachers:

The relationship of the teacher to the Board is indirect. The teacher is directly responsible to the Principal and through him/her to the Executive Director, and then to the Board. However, this does not mean that the teacher does not have access to the Executive Director or to the Board. Conditions may arise when direct access may be obtained through channels established for grievances.

In efficient school systems policies are developed out of the needs of the schools; therefore, we as a Board recognize the value of teachers in formulating effective policies.

Adopted: 8/29/2012