

LINE AND STAFF RELATIONS

General Operations

The following principles shall govern the administrative operations of the school system:

- 1) Each school shall be encouraged to develop an educational program that is the most appropriate one for the students attending that school, consistent with Sunapee School Board policy, state law and State Board regulations.
- 2) The Superintendent shall have specific responsibility for overseeing the pattern and sequence of educational experiences provided for children from kindergarten through twelfth grade.
- 3) Responsibility shall flow simply and clearly from the students through support staff, teachers, principals, Assistant Superintendent, central administrative staff and the Superintendent to the Sunapee School Board.
- 4) Each staff member shall be told to whom he or she is responsible and for what functions.
- 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 he/she can go for help in working out his/her own functions in the school program.

Line of Responsibility

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.

First Reading: October 15, 2002
Second Reading & Approval: December 3, 2002
Reviewed: January 15, 2014