

ADMINISTRATIVE STAFF ORGANIZATION

The Superintendent shall maintain a current district organization chart. The organization chart shall clearly designate lines of primary responsibility and the relationships between all district positions.

The organization chart should clarify working relationships and functions. It is not intended to indicate all the lines of communication and cooperation which, must exist to create successful and effective schools.

The Superintendent or designee shall insure that all personnel understand to whom they are responsible and for what functions. Lines of responsibility should in no way prevent staff members at all levels from cooperating to develop the best possible school programs and services.

The Superintendent or designee may adjust staff responsibilities temporarily or permanently as needed to accommodate the workload and/or individual capabilities.

(cf. 2110 – Superintendent Responsibilities and Duties)
(cf. 4300 – Management, Supervisory and Confidential Personnel)

Legal Reference:

- EDUCATION CODE
- 35010 Control of district; prescription and enforcement of rules
- 35020 Duties of employees fixed by governing board
- 35035 Powers and duties of superintendent