

302 SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The Board of Education shall employ a superintendent who shall serve as an ex officio, non-voting member of the Board of Education and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The Superintendent shall have charge of the administration of the schools under the direction of the Board of Education. The Superintendent shall be the chief executive officer of the School District and an ex-officio member of the Board of Education. Duties shall include direction and assignment of teachers and other employees of the schools under the Superintendent's supervision; organization, reorganization and arrangement of administrative and supervisory staff, including instruction and business affairs, as best serves the School District, subject to the approval of the Board of Education; selection of personnel subject to the approval of the Board of Education; suggestions regarding policies, regulations, rules and procedures deemed necessary for the School District, and general performance of all duties incident to the office of the Superintendent and such other duties as may be prescribed by the Board of Education from time to time. The Superintendent shall abide by the policies, regulations, rules and procedures established by the Board of Education and state law.
- B. The superintendent shall annually evaluate each cabinet member and principal.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor Board of Education policy applicable, the superintendent shall use personal and professional judgment, subject to subsequent review by the Board of Education.

Legal References: Minn. Stat. § 123B.143 (Superintendent)
[Minn. Stat. §123B.147 \(Principals\)](#)