

SCHOOL COMMITTEE COMMUNICATIONS WITH STAFF

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

School Committee and Superintendent

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

The Superintendent is the executive officer of the School Committee and the chief administrative officer of the school unit. The Superintendent is responsible for implementing School Committee policies and for nominating staff to the School Committee for employment. The School Committee recognizes this and wishes to make this clear to all staff members and to all citizens.

All communications or reports to the School Committee, or to any committee of the School Committee, from administrators, teachers, or other employees shall be submitted through the Superintendent. Nothing in this paragraph shall be construed as denying the right of any employee to appeal to the School Committee from a decision of the Superintendent on any matter through established policies and procedures.

School Committee and Principals

School principals have no direct administrative relations with the School Committee. Their relations to the School Committee are through the Superintendent, for the School Committee recognizes that the Superintendent is the person to whom it must look for professional leadership within the schools. A spirit of cooperation and mutual helpfulness must prevail between the Superintendent and the principals for the best educational results to be realized. For instance, principals and the Superintendent must cooperate in the selection of school staff because the principals are in the best position to know the kind of person needed for particular services in the schools.

However, principals must make recommendations to the Superintendent and not to the School Committee. At all times principals must remember that all matters which require School Committee action must be presented to the School Committee by the Superintendent.

School Committee and Teachers

The relationship of teachers to the School Committee is indirect. Teachers are directly responsible to their principal and through him/her to the Superintendent and then to the School Committee. However, teachers do have access to the Superintendent and to the School Committee through established policies and procedures.

Adopted: April 27, 1999