

CHAPTER 3.00 - SCHOOL ADMINISTRATION

3.01

RESPONSIBILITIES OF SUPERINTENDENT

POLICY:

- (1) The Superintendent shall be responsible for the administration of the entire school system as provided by law, state board of education regulations and rules and policies of the School Board. The Superintendent shall keep the School Board informed regarding all phases of the District school system.
- (2) The Superintendent serves as the secretary and executive officer of the School Board. He shall keep such minutes and records as may be necessary to set forth clearly all actions and proceedings of the School Board. When possible, any matter coming before the School Board shall first be presented to the Superintendent to be included on the agenda. The Superintendent shall inform the employees of the School Board and the schools and departments of any Board action relating to them.
- (3) All members of the instructional and educational professional staff shall be under the general supervision of and subject to the direction of the Superintendent.
- (4) When it becomes expedient for the Superintendent to delegate authority, he shall assume full responsibility for the execution and satisfactory completion of any activity resulting from such delegated authority. The Superintendent may not delegate authority in any manner requiring the exercise of independent judgment which, by statute or by terms or resolution of the Board, is his direct responsibility. As a general rule all reports and recommendations to the Board from any employee under the direction and supervision of the Superintendent shall be made through the office of the Superintendent or, at the discretion of the Board, in conjunction with the Superintendent.
- (5) The Superintendent shall cause to be compiled and kept on file accurate and comprehensive statistical and other information relative to the operation of the school system, and such information shall be made available to members of the Board, to other school officials, and to interested citizens.

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STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAWS IMPLEMENTED: 1001.32, 1001.33, 1001.42, 1001.43, 1001.464, 1001.48, 1001.49, 1001.51, 1006.08, F.S.

History:

Adopted: April 1, 1981 Revision Date(s): October 19, 1982; July 1, 1996; January 14, 1999; October 7, 2003; February 9, 2010 Formerly:
