

MURRAY CITY SCHOOL DISTRICT

Statement of.....

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## Policy and Responsibility

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SUBJECT: SUPERINTENDENT OF SCHOOLS

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### I. SUPERINTENDENT OF SCHOOLS

The Superintendent is appointed for a term of two years by the Board and works under the direction of the Board. The Superintendent is the Executive Officer of the Board.

### II. DUTIES OF THE SUPERINTENDENT

- A. Recommending polices for consideration.
- B. Reporting on success of policies.
- C. Under Board authorization, selecting, employing, assigning, altering the assignment of, transferring, suspending, accepting the resignation of, placing on probation, and recommending for promotion or dismissal any or all employees of the Board. Transfers made by the Superintendent will be in writing and provide the reason for the transfer.
- D. Having general supervision and management of all departments of the school system and conducting them in harmony with policies adopted by the Board.
- E. Interpreting school policies and deciding controversial matters involving the application of these policies.
- F. Reporting educational progress to the Board.
- G. Attending all meetings of the Board with privilege to participate in the discussion.
- H. The Superintendent shall perform other duties as assigned by the Board.
- I. In association with the Business Administrator, prepares the annual budget.

### III. SCHOOL BOARD-SUPERINTENDENT RELATIONS

The legislation and execution of policies is an important function of the Board. Therefore, the execution of the policies is also a function of the Superintendent.

The board expects the superintendent to discharge all of his or her statutory duties and to consult with and inform the board about school operations and problems in timely, accurate, and appropriate ways.

The board delegates executive powers to the superintendent and relies on his or her expertise in matters of district administration and educational best practice. The board holds the superintendent responsible for administering its policies, executing board decisions, and operating central office support for school programs. The superintendent is accountable to the board for his or her performance.