

# Series 300 – Administration

Policy Title: **Administrative Structure**

Policy Code No. 303.1

It is the Superintendent's responsibility to organize, reorganize and arrange the administrative and supervisory staff of the district in a fashion, which in the Superintendent's judgment, best serves the interests of the district based upon Board approval.

These administrators will work closely with the superintendent in the day-to-day operations of the school district.

It is the responsibility of these administrators to uphold board policy, to instill a positive, cooperative environment with employees, and to share their expertise with each other and the board under the management team concept.

The organizational structure of the district shall be illustrated by a chart. The chart represents the direction of authority and responsibility. The chart shall be regarded as visual representation of contracted authority and responsibility for each line and staff position.

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Legal Ref.: Iowa Code §§ 279.8, .20, .21, .23-.24 (2013).  
281 I.A.C. 12.4.

Cross Ref.: 301 Administrative Structure  
303 Administrative Employees