

LINE AND STAFF RELATIONS

The Superintendent will establish and maintain clear understandings on the part of all personnel of relationships in the school system.

Lines of direct authority will be those approved by the School Committee and shown on the School Department organization charts.

Personnel will be expected to refer matters requiring administrative action to the administrator to whom they are responsible. That administrator will refer such matters to the next higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate.

It is expected that the established lines of authority will serve most purposes; through grievance procedures established by School Committee policy, all personnel will have the right to appeal any decision made by an administrative officer.

Further, lines of authority should not restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school programs and services. The lines of authority establish direction of authority and responsibility, but the lines also represent avenues for a two-way flow of ideas and communications to improve school programs and operations.

Cross Reference: School Committee – Staff Communications (BG)
 Organization Charts (CCA)

Adopted: 1988