



**Section:** *Administrative Employees*  
**Title:** *Administrative Organization*  
**Adopted:** *12-9-65*  
**Revised:**

**303** *Administrative Organization*

*The chief school administrator in administering this policy will be guided by the knowledge that the board values the freest possible interchange of ideas outside the established framework of direct responsibility as preeminently desirable in the schools of the district. Nothing provided herein shall be interpreted as intended to interrupt the free and open flow of ideas and assistance among personnel at every level.*

*The following principles shall govern the administrative operation of the school system:*

- 1. The school shall be encouraged and shall be free to work out the educational program most appropriate for the students attending school but not to be in conflict to or less than the standards prescribed by the State Council of Education.*
- 2. Responsibility shall flow simply and clearly from chief school administrator through the principals and the teachers to the students.*
- 3. Each member of the staff shall be told to whom he is responsible and for what functions.*
- 4. Whenever possible each member of the staff shall be made responsible to only one immediate superior for any one function.*
- 5. Each staff member shall be told to whom he can appeal in case of disagreement with the person to whom he is responsible.*
- 6. Each staff member shall be told to whom he can go for help in working out his own functions in the school program.*

**Section:** *Administration*  
**Title:** *Employment of Administration*  
**Adopted:** *12-9-65*  
**Revised:**