

LINE AND STAFF RELATIONS

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The Superintendent shall establish clear understandings on the part of all personnel of the working relationships in the school system. In doing so, the Superintendent shall keep in mind the following general principles:

1. Specific responsibility should be assigned for overseeing the pattern and sequence of educational experiences provided for students in the District. Lines of direct authority shall be shown on the District Organizational Chart approved by the Board of Education.
2. Responsibility should flow simply and clearly from students through staff, principals and the Superintendent to the Board of Education.
3. Each member of the staff will be informed as to whom he/she is responsible and for what functions.
4. Whenever possible, each member of the staff should be made responsible to only one immediate supervisor for any one function.
5. Each staff member will be informed as to whom he/she can appeal in case of disagreement with the person to whom he/she is responsible. Employees shall have the right to appeal any decision made by an administrative officer to the next higher authority and through appropriate successive steps to the Board.
6. Each staff member will be informed as to whom he/she can go for help in working out his/her own functions in the school program.

In administering this policy, the Superintendent shall be guided by the knowledge that the Board values the freest possible interchange of ideas outside the established framework of direct responsibility. Nothing provided herein shall be interpreted as intended to interrupt the free and open flow of ideas and assistance among personnel at every level.

Legal Ref.: Section 120.12(2) Wisconsin Statutes

Approved: July 18, 2011