

## **General School Administration**

### **Goals and Objectives**

One important purpose of school administration is to help create and foster an environment in which pupils can learn most effectively. All administrative duties and functions will be appraised in terms of the contributions that they make to better instruction and to higher student motivation and achievement.

The proper administration of the schools is most vital to the success of the educational program. Although the Superintendent shoulders most of the responsibility within the policies set forth by the Board, neither the Superintendent nor the Board can make all important decisions in individual schools.

The principal and the school staff are in direct, daily contact with the students. They are directly responsible for educational results. In keeping with this responsibility, school administrators must have commensurate authority.

The design of the administrative organization will be such that all schools are part of a single system subject to the policies set forth by the Board and implemented through a single chief administrator, the Superintendent. Within district policies and regulations, principals will be responsible and accountable for the administration of their schools.

The Board expects the administration to specialize in:

1. The processes of decision-making and communication.
2. Planning, organizing, implementing and evaluating educational programs.
3. The demonstration of leadership.
4. The development and maintenance of close working relationships and channels of communication within the school system and community.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-21.4, and 5/10-21.4a.

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the Board of Education), 2:130 (Board Superintendent Relationship), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 6:10 (Educational Philosophy and Objectives)

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