

*Adopted: June 3, 1996*  
*Revised: December 4, 2012*  
*Last Reviewed: March 14, 2017*

*District 77 Policy 302*

## **302 SUPERINTENDENT**

### **I. PURPOSE**

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

### **II. GENERAL STATEMENT OF POLICY**

The school board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the school board and as chief executive officer of the school system.

### **III. GENERAL RESPONSIBILITIES**

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

**Legal References:** Minn. Stat. § 123.34, Subd. 9 (Superintendent)

**Cross References:** District 77 Policy 202 (School Board Officers)  
District 77 Policy 208 (Development, Adoption, and Implementation of Policies)  
District 77 Policy 213 (Out-of-State Travel by School Board Members)  
District 77 Policy 301 (School District Administration)  
District 77 Policy 303 (Superintendent Selection)  
District 77 Policy 304 (Superintendent Contract, Duties and Evaluation)

District 77 Policy 305 (Policy Implementation)  
District 77 Policy 306 (Administrator Code of Ethics)  
District 77 Policy 412 (Expense Reimbursement)  
District 77 Policy 510 (Extra-Curricular Activities, Co-Curricular  
Activities, and Student Organizations)  
District 77 Policy 511 (Student Fundraising and Solicitation)  
District 77 Policy 513 (Student Promotion, Retention, Program Design and  
Grade Placement)  
District 77 Policy 602 (Organization of School Calendar and School Day)  
District 77 Policy 605 (Alternative Programs)  
District 77 Policy 701 (Establishment and Adoption of School District  
Budget)  
District 77 Policy 704 (Development and Maintenance of an Inventory of  
Fixed Assets and a Fixed Asset Accounting System)  
District 77 Policy 802 (Disposition of Obsolete Equipment and Material)  
District 77 Policy 903 (Visitors to School District Buildings and Sites)  
District 77 Policy 908 (Community Notification of Predatory Offenders)  
District 77 Policy 909 (Advertising)  
District 77 Policy 910 (Rewards)  
MSBA Service Manual Chapter 5, School Board-Staff Relationships