

Section: Administration

Subject: Lines of Responsibility

P2121

**Board Policy
Milford Public Schools
Milford, CT**

Lines of Responsibility

Lines of responsibility in the school district shall be structured to:

1. Develop educational programs most appropriate for students.
2. Clarify responsibility from students through teachers, administrators and the Superintendent, to the Milford Board of Education (Board).
3. Tell each member of the staff to whom he/she is responsible and for what functions.
4. Whenever possible, have each member of the staff responsible to only one immediate supervisor for any one function.
5. Designate a person to whom a staff member can appeal a disagreement with the person to whom the staff member is directly responsible.
6. Inform each staff member to whom he/she can go for help in working out his/her own functions in the district program.
7. Keep each staff member advised of policies, functions and progress of the district.
8. Provide clear channels of communication which promote the resolution of problems at the lowest level.

Board Policy Approved:
Policy Revision Approved:

May 18, 1993
August 26, 2019