

# **POLICY**

Rochester Community Schools  
Rochester, Michigan 48307

ADMINISTRATION  
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## **CONTROL RESPONSIBILITY**

It is the intent of the Board that the affairs of the District be controlled in a manner that ensures efficiency and minimizes administrative conflicts from rising to the Board level.

It is, therefore, the policy of the Board that the organization, operation, and evaluation of the total school program of the District and all matters related to the administration thereof be under the single control of the Superintendent of Schools except where the law designates responsibility to others. The Superintendent is authorized to delegate his/her administrative authority to other employees for the proper and complete performance of their duties, but the final responsibility remains with the Superintendent.

Each employee of the District shall be under the general direction of the Superintendent. In the absence or disability of the Superintendent, he/she shall designate an administrator to act in his/her stead. Instructional staff members shall be immediately responsible to the principal of the building in which they work. Other employees shall be immediately responsible to the administrative personnel under whom they work.

All personnel shall refer matters requiring administrative action to the administrator immediately in charge of the area in which the matter arises. Administrators shall refer such matters to the next higher authority when necessary.

The Superintendent shall maintain a current chart of organization to which immediate reference can be made by the Board or any employee of the Board.

M.C.L.A. 380.132(1), 380.1246

Adopted: December 15, 1969

Revised: June 4, 1984