

HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: ADMINISTRATIVE COUNCIL

ADOPTED: April 28, 2004

REVISED:

	<p style="text-align: center;">327. ADMINISTRATIVE COUNCIL</p> <p>1. Purpose The Board recognizes the importance of maintaining an effective Administrative Council to strengthen the administration and educational programs of the district, and to establish and improve communications; decision-making; conflict resolution; and other relationships among the members of the Council.</p> <p>2. Authority SC 510 While the Administrative Council concept places emphasis upon shared responsibility and authority, nothing in this policy is intended to limit the responsibility and authority of the Board to make decisions, as prescribed by law.</p> <p>3. Definitions Administrative Council Concept - is a means whereby educational policies and administrative procedures that define the district's programs and operations are arrived at through shared responsibility and authority.</p> <p>Administrative Council - is composed of the Superintendent and administrative, supervisory, and administrative support personnel who have significant responsibilities for:</p> <ol style="list-style-type: none"> 1. Formulating or implementing district policies and procedures or programs. 2. Recommending employment, transfer, suspension, discharge, layoff, recall, promotion, assignment, compensation, or discipline of employees. 3. Directing and supervising other employees. 4. Evaluating employees. 5. Adjusting complaints. <p>Management Employees - refers to members of the Administrative Council.</p>
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<p>4. Guidelines</p>	<p>The objectives of the district's Administrative Council are:</p> <ol style="list-style-type: none">1. To provide input into policies, procedures and rules that directly affect management employees in the administration of the school district.2. To provide a means of addressing the economic and welfare concerns of management employees.
<p>5. Delegation of Responsibility</p>	<p>The Superintendent shall prepare administrative guidelines for the operation of the Administrative Council. Such guidelines shall provide that:</p> <ol style="list-style-type: none">1. Administrative Council meetings will include representatives reflective of all management employee positions and all management employees, when necessary.2. The Administrative Council shall address itself to appropriate concerns identified by any member of the Council.3. Concerns of the Administrative Council will include but not be limited to the district budget, district curriculum, personnel management, and welfare of management employees.4. The Administrative Council will meet periodically, and when requested with the Board or its representatives.5. Actions of all members of the Administrative Council shall be consistent with professional and ethical standards adopted by professional management associations.