

# Policies

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## **Westerly Public Schools** **No. 2010** **School Committee Administrative Organization** page 1 of 1

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The Westerly Public Schools administrative structure will follow the pattern outlined in the organization chart (WPS Budget Book). Significant variations from this pattern will be approved by the Committee.

The structure includes the following major components:

- Superintendent
- Assistant Superintendent
- Director of Pupil Personnel
- Director of Finance and Operations
- Director of Facilities
- Director of Transportation
- Director of Technology
- Human Resources Coordinator
- Principals
- Assistant High/Middle (Secondary Principals)

The legal authority of the Committee will be transmitted through the Superintendent along specific paths from person to person as shown in the Committee approved organizational chart of the district.

The lines of authority on the organization chart will represent direction of authority and responsibility. The Superintendent will have freedom to reorganize lines of authority and to revise the organizational chart, subject to Committee approval and/or the elimination and creation of administrative positions. The Committee expects the Superintendent to keep the administrative structure in line with the needs for supervision and accountability throughout the school system.

The School Committee expects the Superintendent to establish clear understandings on the part of all personnel of the working relationships in the school system.

Personnel will be expected to refer matters requiring administrative action to the administrator to whom they are responsible. The administrator will refer such matters to the next higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities.

All personnel will have the right to appeal any administrative decision made by an administrative officer to the next higher authority and through appropriate successive steps to the Westerly School Committee consistent with Policy No. 4190, Resolution for Concerns and/or contractual grievance procedures.

Additionally, lines of authority do not restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school programs and services.

Reference: Title 16-2-11 of the General Laws of Rhode Island.

Adopted: October 4, 2006  
Revised: January 3, 2007  
Revised: January 18, 2023