

**ADMINISTRATIVE POLICIES OF THE  
MILWAUKEE PUBLIC SCHOOLS**

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**ADMINISTRATIVE POLICY 2.01  
SUPERINTENDENT**

(1) The superintendent of schools shall be the Board's executive officer. Under the direction of the Board, the superintendent shall have general supervision of the public schools, and the manner of conducting and grading such schools, and the deputy or assistant superintendents, supervisors, department heads, professional assistants to the superintendent of schools, principals, assistant principals, and teachers in the city.

(2) The superintendent's job description and responsibilities, as set forth under section 119.32 of the Wisconsin Statutes, shall include, but not be limited to, the following:

- (a) To supervise, either directly or through delegation, all activities of the school system according to the policies of the Board;
- (b) To administer the development and maintenance of a positive educational program designed to meet the needs of the students and to carry out the policies of the Board;
- (c) To represent the Board as liaison between the school district and the community and as an advocate for children and public education;
- (d) To initiate matters of educational policy and make definite recommendations thereon;
- (e) To keep abreast of the best educational developments and advice regarding appropriate changes in the policies and operations of the school system;
- (f) To recommend the number and types of positions required for the successful operation of the system;
- (g) To nominate for appointment and to assign and define duties of all principals, assistant principals, and appropriate cabinet personnel, subject to the approval of the Board;
- (h) To supervise the preparation of the annual budget and recommend it to the Board for approval;
- (i) To keep the Board continually informed on the progress and condition of the school system;
- (j) To conduct a continuous study of the development and needs of the schools and to keep the public adequately informed of the findings.

(3) The superintendent shall be accountable to the Board for the satisfactory execution of these responsibilities.

**History:** Adopted 4-20-95

**Previous Coding:** Admin. Policy CB, prior to May 1995; Admin. Policy 3.01, May 1995-August 1996

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