Policy #: **302**
Title: **ROLE OF THE ACADEMIES ADMINISTRATOR (SUPERINTENDENT)**
Date of Initial Approval: 09-16-2020
Revision/Re-authorization Dates:12-06-2023; 10-23-2026
Reviewers: MSA Superintendent; MSA Human Resources Office; MSA Executive Committee

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the Minnesota State Academies (MSA) Academies Administrator (**Working Title:** Superintendent) and the overall responsibility of that position within the academies.

II. GENERAL STATEMENT OF POLICY

The MSA board shall employ an academies administrator (superintendent) who shall serve as an ex-officio, nonvoting member of the board, and as the chief executive officer of the Minnesota State Academies.

III. GENERAL RESPONSIBILITIES

A. The superintendent is responsible for the management of the schools, the administration of all MSA policies, and is directly accountable to the MSA board.

B. The superintendent shall annually evaluate each director assigned responsibility for supervising each campus as well as the student support services division.

C. The superintendent may delegate responsibilities to other MSA directors and supervisors but shall continue to be accountable for actions taken under such delegation.

D. Where responsibilities are not specifically prescribed, nor defined in MSA policies and procedures, the superintendent shall use professional judgment, subject to review by the board. The superintendent shall communicate those decisions to the MSA board in a timely manner.

Legal References:
Minn. Stat. § 123B.143 (Superintendent)

Cross References:
MSA Policy 202 (School Board Officers)
MSA Policy 208 (Development, Adoption, and Implementation of Policies
MSA Policy 303 (Academies Administrator (Superintendent) Selection)
MSA Policy 304 (Academies Administrator (Superintendent) Appointment, Duties, and Evaluation)