

CONCEPT AND ROLES IN ADMINISTRATION; GOALS AND OBJECTIVES

Policy making is the board of education's most important function and policy execution is the chief school administrator's function. The board of education shall establish policies that govern all aspects of district operations. The board expects the educational administration to provide procedures, where appropriate to implement the board policy function and to direct, coordinate and supervise pupils and staff in their efforts to reach goals and objectives adopted by the board.

Within the guidelines of board policy, negotiated agreements and New Jersey law, the board expects the educational administration to:

- A. Provide up-to-date information and sound professional advice to the board, as an aid in informed decision-making;
- B. Plan, organize, implement and evaluate the educational programs established by board policy, in order to provide optimum educational opportunities to the pupils of the district;
- C. Provide these optimum educational opportunities at the lowest possible cost;
- D. Use efficient administrative and management procedures including supervision and evaluation of teaching staff, pursuant to law and regulations, and developed after consultation with and among the board, administrators and appropriate staff members;
- E. Coordinate the resources of the community with those of the district;
- F. Notify board members promptly of any emergencies which occur in the schools;.
- G. Keep the board informed in a timely manner of all significant issues, events and programs in the district;
- H. Keep the board informed of all new legislative actions or changes in code and statute that affect the policies, programs or operations of the district.

Legal References:	<u>N.J.S.A.</u> 18A:7A-3 <u>et al.</u>	Public School Education Act of 1975
	<u>N.J.S.A.</u> 18A:7F-1 <u>et seq.</u>	Comprehensive Education Improvement and Financing Act of 1996
	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:12-21 <u>et seq.</u>	School Ethics Act
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6:3-4.1	Supervision of instruction; observation and evaluation of nontenured teaching staff members
	<u>N.J.A.C.</u> 6:3-4.3	Evaluation of tenured teaching staff members
	<u>N.J.A.C.</u> 6:8-1.1 <u>et seq.</u>	Thorough and Efficient System of Free Public Schools
	<u>N.J.A.C.</u> 6A:8-1.1 <u>et seq.</u>	Standards and Assessment
	<u>N.J.A.C.</u> 6A:28-1.1 <u>et seq.</u>	School Ethics Commission
	<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts

CONCEPT AND ROLES IN ADMINISTRATION;
GOALS AND OBJECTIVES (continued)

Cross References: *2131 Chief school administrator
*2210 Administrative leeway in absence of board policy
3293.1 Signatures/facsimiles
*4111 Recruitment, selection and hiring
*4115 Supervision
*4116 Evaluation
4211 Recruitment, selection and hiring
*4215 Evaluation
*9000 Role of the board
*9313 Formulation, adoption, amendment of administrative regulations

*Indicates policy is included in the Critical Policy Reference Manual.

Key Words

Administrative Role

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