

LINE OF RESPONSIBILITY

The board of education shall operate under a unit control system headed by the chief school administrator. The chief school administrator shall be responsible for all aspects of the district's operations.

The authority of the board of education is transmitted through the chief school administrator along specific paths from person to person as shown in the organization chart of the school district. The lines are those approved by the board of education and are intended to establish clear understanding on the part of all personnel of the working relationships in the school system. The lines of authority represent direction of authority and responsibility. The business administrator/ board secretary shall report to the chief school administrator in his/her capacity as business administrator and to the board in his/her capacity as the board secretary.

Personnel are expected to refer matters requiring administrative action to the administrator to whom they are responsible. Personnel are expected to keep the person to whom they are immediately responsible informed of their activities by appropriate means.

<u>Legal References:</u>	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:17-5 through -14.3	Secretaries, assistant secretaries and school business administrators
	<u>N.J.S.A.</u> 18A:17-15 through -23	Superintendents and assistant superintendent of schools ...
	<u>N.J.S.A.</u> 18A:17-24.1 <u>et seq.</u>	Sharing of personnel by school boards
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6:3-1.6	Reporting and staffing of school districts
	<u>N.J.A.C.</u> 6:3-2.1	Chief school administrator defined
	<u>N.J.A.C.</u> 6:11-9.3	Authorization
	<u>N.J.A.C.</u> 6:11-9.4	School administrator
	<u>N.J.A.C.</u> 6:11-9.7	School business administrator

<u>Cross References:</u>	*1312	Community complaints and inquiries
	2100	Administrative staff organization
	*2131	Chief school administrator
	*2210	Administrative leeway in absence of board policy

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

Key Words

Unit Control, Line of Authority, Organization Chart

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