

MANAGEMENT TEAM POLICY

1.0 Purpose: The Barbour County Board of Education supports the premise that upon taking the oath of office, the Superintendent of Schools accepts and shall perform all duties outlined in West Virginia Code. In order to ensure the thorough and efficient management of the school system, the superintendent may, at his/her discretion, delegate certain responsibilities to his/her management team.

2.0 Scope:

- 2.1** When any job, duty or responsibility is required of the superintendent, the doing of such work or act by any subordinate, administrator or employee the regular course of duty or by the direction of the superintendent, respectively, shall be deemed to be the doing thereof of the superintendent, except in such matters as by statute or by the terms of any resolution of the board cannot be delegated.
- 2.2** All reports and recommendations to the board from any administrator or other employee under the direction and supervision of the superintendent shall be made through the office of the superintendent, except when otherwise specifically directed by the board.
- 2.3** All board action requiring or authorizing the performance of any duty by any administrator or employee or requiring any report from any administrator or employee shall be directed to the superintendent only.
- 2.4** Central office administrators other than the superintendent are responsible for specific functions necessary for achieving the mission of the Barbour County Schools. One of the superintendent's primary responsibilities is the assignment, coordination and evaluation of these functions.
- 2.5** In order to successfully assign, coordinate and evaluate these functions, it is essential the board and all its members direct questions, comments or criticism to the superintendent about any central office or on-site functions rather than dealing directly with individual administrators.

Sources: **Board of Education Minutes**
 WV Code

Adopted: **1974**

Revised: **06/28/10; 09/18/79**