

Adopted February 23, 1999

Columbia Heights School Board Policy 302

Revised: October 28, 2008

Revised: October 9, 2012

Reviewed: December 6, 2016

Reviewed: February 13, 2018



302 SUPERINTENDENT

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the superintendent and the overall responsibility of that position within the school district.

II. GENERAL STATEMENT OF POLICY

The school board shall employ a superintendent who shall serve as an ex officio, nonvoting member of the school board and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent shall annually evaluate each principal assigned responsibility for supervising a school building in the district.
- C. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

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

Cross References: CHSD Policy 202 (School Board Officers)
CHSD Policy 208 (Development, Adoption, and Implementation of Policies)
CHSD Policy 214 (Out-of-State Travel by School Board Members)
CHSD Policy 301 (School District Administration)
CHSD Policy 303 (Superintendent Selection)
CHSD Policy 304 (Superintendent Contract, Duties and Evaluation)

OUR MISSION

Columbia Heights Public Schools create worlds of opportunity for every learner in partnership with supportive small town communities by challenging all to discover their talents, unleash their potential and to develop tools for lifelong success.

CHSDPolicy 305 (Policy Implementation)
CHSDPolicy 306 (Administrator Code of Ethics)
CHSDPolicy 412 (Expense Reimbursement)
CHSDPolicy 510 (School Activities)
CHSDPolicy 511 (Student Fundraising)
CHSDPolicy 513 (Student Promotion, Retention, and Program Design)
CHSDPolicy 602 (Organization of School Calendar and School Day)
CHSDPolicy 605 (Alternative Programs)
CHSDPolicy 701 (Establishment and Adoption of School District Budget)
CHSDPolicy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
CHSDPolicy 802 (Disposition of Obsolete Equipment and Material)
CHSDPolicy 903 (Visitors to School District Buildings and Sites)
CHSDPolicy 905 (Advertising)
CHSDPolicy 906 (Community Notification of Predatory Offenders)
CHSDPolicy 907 (Rewards)
MSBA Service Manual Chapter 3, Superintendent of Schools

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