



LINCOLN PUBLIC SCHOOLS  
Lincoln, Massachusetts

### SCHOOL COMMITTEE – SUPERINTENDENT RELATIONSHIP

The Committee will leave to the Superintendent all matters of decision and administration that come within their scope as executive officer and professional leader of the school district. While the Committee reserves to itself the ultimate decision of all matters concerning general policy or expenditures of funds, it will normally proceed in these areas after receiving recommendations from its executive officer. Further:

1. The Superintendent may seek guidance from the Committee with respect to matters of operation whenever appropriate. If it is necessary to make exceptions to an established policy, they will submit the matter to the Committee for advice and direction.
2. The Superintendent will assist the Committee in reaching sound judgments and establishing policies, and will place before the Committee all relevant facts, information, and reports necessary to keep the Committee adequately informed of situations or business at hand.

Additionally, the responsibilities of the Superintendent, in a cooperative climate with the Committee, are identified as:

School Committee	Superintendent
1. To select a competent, established educational leader as Superintendent.	To administer effectively and provide the professional, educational leadership necessary.
2. To serve as a policymaking body.	To recommend sound policy and implement policies by formulating and enforcing rules and regulations.
3. To ensure that there is a shared vision and strategy for education within the District, and collaboratively work to define this as part of the District Strategic Plan.	To craft, evolve, and execute the District Strategic Plan, collaboratively with the School Committee and appropriate people and communities within the District.
4. To allow the Superintendent to administer the schools.	To appropriately inform the Committee of progress, obstacles, and concerns.
5. To be aware of and approve significant changes to curriculum.	To craft and share with the School Committee significant changes to the curriculum.
6. To exercise sound judgment in business affairs of the school corporation.	To keep the Committee informed on financial matters, do sound long-range planning, and keep current expenditures within the approved budget.

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School Committee	Superintendent
7. To deal always in an ethical, honest, straight-forward, open-and-above-board manner with the Superintendent, the staff, and communities.	To deal always in an honest, professional, straight-forward, open-and-above-board manner with the Committee, the staff, and the communities.
8. To provide within budget limitations necessary personnel.	To present personnel needs to the Committee.
9. To approve an organizational staffing model for the administration.	To make assignments for each position and fulfill the organizational staffing model.
10. To take legal action required by law.	To recommend to the Committee all action required by law.
11. To examine and approve an annual budget.	To recommend an annual budget with necessary supporting data.
12. To function as a Committee rather than as individuals.	To deal with the Committee as a whole rather than individual members.
13. To carry on communications with staff members through the Superintendent.	To see that the staff can have necessary communication through the Superintendent with the Committee.
14. To hold the Superintendent accountable for results.	To accept responsibility for results.
15. To remember that schools exist for the benefit of the students and the community.	To remember that schools exist for the benefit of the students and the community.

Approved at School Committee Meeting of June 14, 1982  
Reaffirmed at School Committee Meeting of December 17, 1984  
Revised at School Committee Meeting of February 5, 1990  
Revised at School Committee Meeting of October 11, 2018  
Reaffirmed at School Committee Meeting of December 15, 2022