



LINCOLN PUBLIC SCHOOLS
Lincoln, Massachusetts

DRAFT

SCHOOL COMMITTEE – SUPERINTENDENT RELATIONSHIP

Replace Current BDD Language with Language Below from MASC Policy BDD:

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.

Add Table Below from Current BDD-R:

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 allow the Superintendent to administer the schools.	To make Committee policy effective through efficient administration.
4. 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.

School Committee	Superintendent
5. 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.
6. To provide within budget limitations necessary personnel.	To present personnel needs to the Committee.
7. To approve an organizational pattern for the administration.	To make assignments for each position with the Committee's authorization.
8. To take legal action required by law.	To recommend to the Committee all action required by law.
9. To examine and approve an annual budget.	To recommend an annual budget with necessary supporting data.
10. To function as a Committee rather than as individuals.	To deal with the Committee as a whole rather than individual members.
11. 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.
12. To hold the Superintendent accountable for results.	To accept responsibility for results.
13. 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.

Source: MASCD File BDD, July 2016
School Committee File BDD-R

Ref: See also File KLD

Legal Ref: Ch. 71, Sec. 59

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 _____

MASC Version

File: BDD - 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.

SOURCE: MASC July 2016



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Lincoln, Massachusetts

SCHOOL COMMITTEE - SUPERINTENDENT RELATIONSHIP

The Superintendent is the executive officer of the Committee and is responsible for managing the total school system. He/she is also expected to clarify roles and responsibilities, provide leadership to the staff, and identify goals and priorities. The Superintendent is responsible for all functions of the schools. While the Superintendent may not actually perform the tasks, he/she is held responsible for delegating tasks and seeing to it that the work is accomplished. In addition, he/she must provide direction to the Committee, keeping it informed of progress, problems, giving advice and recommendations. (Detailed responsibilities are listed in the Superintendent's contract, job description and in policies and objectives.) As the principal liaison between the schools and the School Committee, it is the Superintendent's responsibility to be sure that the School Committee is fully informed about the instructional program and that all major changes in the instructional program are brought to the School Committee for discussion and approval prior to implementation.

See also File: KLD

Legal Reference: Ch. 71, Sec. 59

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



LINCOLN PUBLIC SCHOOLS
Lincoln, Massachusetts

SCHOOL COMMITTEE - SUPERINTENDENT RELATIONS

The Superintendent will keep the Committee currently informed in all areas pertaining to the operation of the schools. He will prepare or cause to be prepared reports to the Committee to facilitate its decisions. He will prepare the agenda for each Committee meeting and will attend all meetings and participate in all deliberations except when his contract is being considered.

He will administer the schools in conformity with the adopted policies and state law making such administrative rules and regulations as may be necessary. He will be ultimately responsible for all areas reporting directly to him which include instruction, business management, personnel, pupil personnel, employee relations, information and community services, and federal and special programs. He will coordinate these functions to obtain the efficient operation of schools for the benefit of the total community.

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

<u>School Committee</u>	<u>Superintendent</u>
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 allow the Superintendent to administer the schools.	To make Committee policy effective through efficient administration.
4. 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.
5. To deal always in ethical, honest, straight-forward, open-and-above-board manner with the Superintendent and communities.	To deal always in an honest, professional, straight-forward, open-and-above-board manner with the Committee, the staff, and the communities.
6. To provide within budget limitations necessary personnel.	To present personnel needs to the Committee.

School Committee

Superintendent

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| 7. To approve an organizational pattern for the administration. | To make assignments for each position with the Committee's authorization. |
| 8. To take legal action required by law. | To recommend to the Committee all action required by law. |
| 9. To examine and approve an annual budget. | To recommend an annual budget with necessary supporting data. |
| 10. To function as a Committee rather than as individuals. | To deal with the Committee as a whole rather than individual members. |
| 11. 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. |
| 12. To hold the Superintendent accountable for results. | To accept responsibility for results. |
| 13. 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. |

Adopted at School Committee Meeting of February 5, 1990