

ADMINISTRATION AND EMPLOYEES

As managers of the school district, the administrators shall recommend the employment of employees, supervise them, and evaluate their performance. Concerns or requests by employees shall first be reported to their direct supervisor for resolution. It shall be the responsibility of the administrators to resolve complaints and handle requests.

It shall be the responsibility of the administration to foster a positive attitude and to promote a cooperative effort among employees. It shall also be the responsibility of the administration to prevent misunderstandings within the school district and the community. It shall be the responsibility of each administrator to provide leadership to the employees and it shall be the responsibility of each school district employee to work cooperatively with the administrators to accomplish the educational philosophy of the school district.

Legal Reference: Iowa Code §§ 279.8,.20,.21,.23,.24 (1991).
281 I.A.C. 12.4.

Cross Reference: 301 Administrative Structure
302 Administration Relationships
306 Policy Implementation

Approved: 7-1-92

Reviewed: 1-10-94, 12-9-96,
1-11-99, 1-14-02, 12-13-04,
4-14-08, 3-14-11, 7-13-15

Revised: