

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

<b>DATE ADOPTED:</b>	<b>March 20, 1979</b>	<b>FILE SECTOR:</b>	<b>BOARD GOVERNANCE &amp; OPERATIONS</b>
<b>DATE REVISED:</b>	<b>May 14, 1991</b>	<b>POLICY TITLE:</b>	<b>BOARD-ADMINISTRATOR RELATIONSHIPS</b>
<b>DATE REVISED:</b>	<b>March 17, 2003</b>		
<b>DATE REVISED:</b>	<b>January 28, 2010</b>		
<b>DATE REVISED:</b>	<b>December 14, 2015</b>		

The district administrator shall be the chief executive officer and the educational leader of the school district and shall provide the professional leadership necessary to implement board of education policy, recommend changes to board of education policy and direct the staff toward the accomplishment of board of education goals.

The board of education shall hold the district administrator responsible for all aspects of school operation and for such duties and powers pertaining thereto as the board of education may direct or delegate. The district administrator may delegate responsibility, and the authority necessary to discharge it, to other school officials.

The district administrator shall be provided the flexibility to develop rules, regulations and procedures for the district as based on the board of education's policies. The board of education shall operate within its duties and powers as set down in Wisconsin Statutes. All other matters are delegated to the district administrator.

Members of the board of education cannot act for the board of education on any matter unless officially delegated by the board of education with the authority to do so except as otherwise provided by law or specifically directed by the board. Members shall refrain from involving themselves in administrative matters and from asking the district administrator for personal consideration. Board of education members shall refer all non-action matters and criticisms to the district administrator.

The management team consists of all board of education members and administrators. Cooperation is the key to good teamwork. This applies to policy development, district organization and operation, bond issues, building plans and procedures, site selection, insurance, salaries, transportation, food service, instructional services, and developmental plans for new programs. The team should recognize the need for continuous evaluation of all the functions and services of the school system. Agreements must be reached for a program of good relations to exist.

The district administrator shall be professionally able and possess qualities of leadership, vision and administrative skill necessary for the efficient operation of the schools and that the district administrator will implement all policies of the board of education in good faith.

**CROSS REFERENCE: BBA, BBAA, BF, CH, & Job Description Handbook**  
**LEGAL REFERENCE: Sections 118.001, 118.24, 120.12, 120.13, Wis. Stats.**