

1   **Sunburst K-12 Schools**

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3   **ADMINISTRATION**

6000

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5   Goals

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7   The administrative staff's primary functions are to manage the District and to facilitate the  
8   implementation of a quality educational program. It is the goal of the administrative  
9   organization to:

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11   1.     Provide effective and efficient management of District programs and buildings;  
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13   2.     Provide educational leadership;  
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15   3.     Develop and maintain channels for communication between the school and the  
16           community;  
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18   4.     Develop an administrative-procedures handbook implementing Board policy; and  
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20   5.     Plan, organize, implement, and evaluate District educational programs.  
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24   Policy History:

25   Adopted on:   July 1997

26   Reviewed on: July 18, 2007

27   Revised on: