

CEB Superintendent's Duties

CEB

The superintendent shall be the chief executive officer of the board and, as such, shall execute all decisions made by the board. The superintendent shall be responsible for general management, curriculum and instruction, operation and maintenance of school properties, personnel, public relations, and education research. The superintendent shall perform such other duties as may be prescribed by statute or by the board.

In administering the district and in executing the board's decisions, the superintendent shall act in accordance with board policies.

Additionally the superintendent shall:

1. Provide visionary leadership to move the district toward its mission;
2. Manage the district and its resources within the parameters of established policy;
3. Create an effective administrative team, delegate authority appropriately, hold individuals accountable, and accept responsibility for the performance of subordinates;
4. Employ, assign, develop, evaluate and recommend to the board the dismissal of, when appropriate, individual employees; and establish a structure to address these items for all staff;
5. Provide a safe and secure environment for learning and teaching;
6. Maintain a positive relationship with the board and provide the board with appropriate information to facilitate its deliberations, informed decision making and effective oversight of the district;
7. Be the spokesperson for the district and establish and maintain avenues for effective communication with all stakeholders;

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8. Advocate with all stakeholders, the business community and the Legislature on behalf of the needs of students, the district and public education; and
9. Comply with all laws, rules, regulations and board policies; and model ethical behavior at all times.

Approved: 7/24/17

KASB Recommendation - 01/02; 4/07; 4/16