

1.03 THE SUPERINTENDENT OF SCHOOLS

A. Responsibilities

The Superintendent shall be the secretary and executive officer of the School Board and shall have, in addition to the powers and duties specifically imposed by law, all executive and administrative powers in connection with the operation ~~conduct~~ of the schools which are not required by statute to be exercised directly by the School Board or some other statute to be exercised directly by the School Board or some other officer. It shall be the duty of the Superintendent to complete all executive and administrative transactions not required by law or resolution to be brought before the School Board and to prepare all other matters of administrative procedures or policy for School Board approval. ~~The enumeration in this section or elsewhere in these rules, of specific powers and duties shall not be construed to derogate from the generality of duties hereby imposed.~~

1. General Supervisory Duties

It shall be the power of the Superintendent to direct and supervise the work of all schools, offices, and employees of the School Board. ~~;~~ All such employees shall be subordinate to the Superintendent in all matters relating to the public schools, including those specifically assigned by these ~~policies~~ rules to a particular department, division or official.

2. Administrative Duties

The Superintendent shall be directly responsible for the administrative duties of his/her office. ~~The Superintendent He/She shall also assign personnel to their respective duties and shall appraise the qualities of their respective services.;~~ Further, the Superintendent he/she shall assist principals with the organization and internal operation of their respective schools. The Superintendent shall and assist in securing facilities, personnel, and materials necessary to permit effective functioning of the educational program.

- a. The Superintendent shall supervise the ~~collection~~ collecting, recording, and ~~disbursement~~ disbursing of all school funds ~~collected within the schools in accordance with the policies of the School Board Policies.~~
- b. As executive officer of the School Board, the Superintendent shall represent the School Board in matters of collective ~~bargaining~~ negotiations with certified bargaining agents of employee organizations. In fulfilling this activity, the Superintendent may designate one or more persons to represent him/her in collective ~~bargaining~~ negotiations sessions.

3. Other Duties

It shall be the duty of the Superintendent to enforce the ~~policies~~rules of the School Board; to prepare and submit the annual budget for adoption by the School Board; to approve and direct all expenditures within the appropriations adopted by the School Board; to submit the annual calendar for adoption by the School Board; to make continuous study of the development and needs of the schools; and to acquaint the public with the activities and needs of the schools.

It shall be the duty of the Superintendent to:

- Exhibit fiscal responsibility and ensure all expenditures align with the District's Strategic Plan;
- Allocate District resources and recommend District and school-based budgets;
- Set education standards in cooperation with the School Board and monitor student achievement;
- Oversee the implementation and enforcement of all state and federal statutes and programs related to schools;
- Build positive interactive relationships with the School Board and staff members within the organization;
- Establish effective working relationships and partnerships both within the District and community itself; and
- Build a strong rapport with the constituents within the District.

(Ref. F.S. §§ 1001.32; 1001.33; 1001.48; 1001.49; 1001.51) (Amended ___ / ___ /18)

B. ~~Delegation of Authority~~

~~When it becomes expedient for the Superintendent to delegate authority, he/she shall assume full responsibility for the execution and satisfactory completion of any activity resulting from such delegated authority. The Superintendent may not delegate authority in any matter requiring the exercise of independent judgment which, by statute or by terms of resolution of the School Board, is his/her direct responsibility. As a general rule, all reports and recommendations to the School Board from any employee under the direction and supervision of the Superintendent shall be made through the Office of the Superintendent.~~

(Ref. F.S. 1001.49; 1001.51)(Adopted: 03/01/88)

C.B. Salary of the Superintendent

The base salary of the School Superintendent is set in an amount indicated pursuant to section 1001.47 of the Florida Statutes~~1001.47~~. However, the School Board may, by majority vote, approve a salary supplemental amount in addition to, and in excess of the amount specified by the statute,~~;~~ Such salary ~~which shall be reviewed annually.~~

(Ref. F.S. §§ 145.19; 1001.41; 1001.43; 1001.47) (Adopted: 05/16/13)
(~~Adopted: Amended-12/16/14;~~ / /18)