

## LINE AND STAFF RELATIONS

The Superintendent will establish clear understandings on the part of all personnel of the working relationships in the District.

Lines of direct authority will be those approved by the Board and will be shown on the District's organizational chart.

Personnel will be expected to refer matters requiring administrative action to the administrator to whom they are responsible. The administrator will refer such matters to the next higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate.

Additionally, lines of authority do not restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school programs and services. The established lines of authority represent direction of authority and responsibility. When the staff is working together, the lines represent avenues for a two-way flow of ideas to improve the program and operations of the school system.

[Adoption date: August 6, 1991]

CROSS REFS.: ABB, Staff Involvement in Decision Making (Also GBB)  
CCA, Organizational Chart