

CD LINE AND STAFF RELATIONS

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For the purposes of this policy, line officers are those administrative employees who are responsible for discharging the various functions of the district at the building level. (Cf. CC Organizational Charts). Staff officers are those administrative employees who are concerned with the management of auxiliary activities and who serve as an advisory or consulting agency to the superintendent.

Both line and staff administrative employees are ultimately responsible to the superintendent for the conduct of their official duties. Staff officers will act as advisors and resource persons to all line officers but may, at the discretion of the superintendent or board, exert direct administrative control over line officers.

APPROVED: August 6, 1973

REVIEWED: March 13, 2000

REVIEWED AND APPROVED: December 12, 2011

CD-R LINE AND STAFF RELATIONS

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The superintendent's designated representative has the authority to administer district programs assigned to him/her by the superintendent. These responsibilities may include direct supervision of line administrators or, in some instances, line administrators may be required to report directly to the superintendent's designated representative.

Appropriate job descriptions will be developed by the administration for each line and staff position.

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