## EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: MANAGEMENT TEAM

ADOPTED: August 19, 2002

**REVISED**:

	327. MANAGEMENT TEAM
1. Purpose	The Board supports the concept and application of team management in the administration of the school district. The establishment of a management system incorporating councils, cabinets, and committees should provide for a two-way flow of information and effective action resulting from group thinking.
	The Superintendent shall lead, determine structure, and designate membership for the total management team. The team is responsible to the Superintendent who, in turn, is responsible to the Board.
	It is recognized that administrative thinking, planning, and decision making can be enhanced by utilizing the experience and talent of other staff members and parents. The Superintendent is encouraged to establish councils, cabinets, and committees to gain the benefit of joint deliberation and advisement.
2. Authority	The Board authorizes the Superintendent to establish such permanent or temporary councils, cabinets, and committees as s/he deems necessary for proper administration of Board policies and for the improvement of the total educational program.
	All councils, cabinets, and committees created by the Superintendent shall be for the purpose of obtaining to a maximum degree the advice and counsel of administrative, supervisor, and staff personnel of the school district. Functioning in the advisory capacity, such groups may make recommendations to the Superintendent.
	The membership, composition, and responsibilities of councils, cabinets, and committees shall be defined by the Superintendent and may be changed at his/her discretion.
	For operational purposes, a Superintendent's cabinet representing all levels of management and subcouncils representing specific levels shall be established to facilitate the decision making process for the management team. In addition, committees may be constituted as necessary to carry out specific organizational goals or objectives.

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Pol. 008	Lines of direct authority shall be those approved by the Superintendent and illustrated on the school district's organization chart.
	The primary functions of the management system, councils, cabinets, and committees shall be as follows:
	1. To maintain open channels of communication between the various levels of the staff and community for a two-way flow of ideas to improve the program and operations of the school system.
	2. To identify clearly lines of authority, direct responsibility, and encourage prompt decision making.
	3. To provide professional educational leadership in the development, articulation, and alteration of the school district's instructional program.
	4. To review all proposed instructional program changes, consistent with regulations of the State Board of Education prior to policy recommendations by the Superintendent to the Board.
	The Board reserves the right to approve all policies for the district. However, instructional program policy changes shall first be recommended by the Superintendent. Instructional program changes shall include, but not be limited to the following:
	a. Curriculum and teaching objectives.
	b. Curriculum content, coordination and scope.
	c. Teacher, student and program evaluation.
	d. Teaching styles, methods and procedures.
	e. Classroom learning climates.
	f. Curriculum and teaching innovation.
	g. Lesson and unit planning.
	h. Scheduling.
	i. Grouping.

5. To provide guidance, expertise, and direction in specialized service areas such as health, building maintenance, food, library, psychological, student activities, and transportation.
Expenses incurred by such groups for consultative services, materials, and any investigative travel shall be paid from the general operating funds of the school district, but only when within budgetary allotments and approved by the Superintendent.