

SANTA ANA UNIFIED SCHOOL DISTRICT
Santa Ana, California

BP 2111

THE BOARD OF EDUCATION'S EXPECTATIONS OF THE SUPERINTENDENT

- 1.0 Perform all those duties prescribed by law for superintendents of unified school districts, and all of the duties set forth in his contract of employment and established by Board Policy.
- 2.0 Be responsible for the successful conduct of all departments of the District.
- 3.0 Place the educational needs of pupils above all other considerations.
- 4.0 Provide for the evaluation of the school system's effectiveness in meeting the Goals of the Board of Education through testing and other types of appraisal.
- 5.0 Recommend minimum academic proficiencies, promotion standards at all grade levels, and graduation requirements.
- 6.0 Provide leadership and guidance to the staff on the standard of education to be offered pupils.
- 7.0 Provide the Board of education with an annual written evaluation of the District's progress toward the attainment of the Goals for Public Education in Santa Ana K-12.
- 8.0 Provide for the continuous review of courses of study and present all revisions, additions, or deletions for adoption by the Board.
- 9.0 In cooperation with the Board and staff members, represent the District in the community by interpreting the educational programs to parents, citizen groups, organizations, the press, and other community agencies.
- 10.0 Establish and maintain programs for the effective handling of pupil behavior in accordance with Board Policy.
- 11.0 Provide the Board of Education with adequate information so that it can make intelligent decisions on recommendations and policies.
- 12.0 Keep the Board informed on educational issues, research, and legislation.
- 13.0 Provide the Board of Education with an annual statement of the Superintendent's objectives for the coming school year.
- 14.0 Provide the Board of Education with adequate information and data that will increase the general knowledge of the District's operation.
- 15.0 Keep the Board of Education fully informed concerning official actions and activities of and within the District.
- 16.0 Respect the authority of the Board in exercising its legislative function.
- 17.0 Carry out Board Policy in a consistent, forthright, and honest manner.

- 18.0 Maintain the confidentiality of matters inviolate.
- 19.0 Refrain from participation in campaigns for election to the Board.
- 20.0 Exercise immediate authority for closing of schools in case of emergencies involving the health and safety of pupils.
- 21.0 Remain open to modification, adjustment, and compromise when a basic principle is not at stake.
- 22.0 Seek freely the counsel and advice of co-workers in the solution of the problems of the District.
- 23.0 Recommend to the Board certificated and classified personnel for employment solely on the basis of merit and, whenever any recommendation is contrary to Board judgment, withdraw the recommendation and recommend another individual(s) for the Board's consideration.
- 24.0 Make appropriate personnel assignments subject to Board review.
- 25.0 Maintain relations with the Board of Education, staff, and community in a cooperative and business-like manner.
- 26.0 Treat all people with respect and dignity.
- 27.0 Become familiar with the community and aware of what the community expects of its schools.
- 28.0 Supply the community continuous and reliable information concerning the schools.
- 29.0 Prepare an annual budget and interpret it for the Board.
- 30.0 Administer the budget after adoption and keep expenditures within its limits.
- 31.0 Implement all possible economies that do not endanger the educational program and its results.
- 32.0 Recommend all contracts to be entered into by the Board and act as authorized agent of the Board in the handling of approved contracts.
- 33.0 Make regular and proper reports to the Board, keeping it fully advised as to the status of financial and legal matters affecting the District.
- 34.0 Determine the need for and recommend proper and adequate facilities, equipment, and materials for pupils and staff.

Combines present Board Policies 2113, 2114, 2115, 2116, 2117, 2118, and 2119

Adopted: 12/9/80