

Policies of the Board of Education

Section C: General School Administration

ADMINISTRATION GOALS

300.1

Proper administration of the Lake Country Schools is most vital to a successful educational program. The purpose of the school administration shall be to coordinate and foster, under the policies of the Board, the creation and operation of an environment in which students work and learn most effectively. Administrative duties and functions should be evaluated in terms of the contributions made to improving instruction and learning. The administrative staff, under the direction of the Administrator, shall develop annually a set of goals/strategies which serve the intents of the District's goals adopted by the School Board.

The purpose of school administration is to help create and to foster an environment in which pupils can learn most effectively. All administrative duties and functions should be appraised in terms of the contribution that is made to better instruction and more effective learning, which will result in the development of worthwhile citizens who have the ability to think and who are capable of using their abilities wisely. One of the most important single responsibilities that rest upon the administration is to select good teachers who will discover and develop abilities in pupils which might otherwise remain dormant.

The district's administrative organization shall be designed so that all schools are part of a single system guided by Board policies which are implemented through the district administrator. Principals are expected to operate in accordance with Board policy and the district administrators guidelines and procedures.

The district administrator should possess those qualities of leadership which motivate all members of his or her staff to work for the improvement of the educational program. It is his or her responsibility, under the direction of the school board, to mobilize and coordinate all available resources in the development of an educational program designed to stimulate the best effort in all pupils.

The district administrator and principals shall have the authority and responsibility necessary for his or her specific administrative assignment. Each shall likewise be accountable for the effectiveness with which the administrative assignment is carried out. The Board shall be responsible for clearly specifying requirements and expectations to be met.

Major goals for administration in the Lake Country School District are:

- To effectively manage the District's various educational programs.
- To provide professional advice and counsel to the Board and to advisory groups established by the Board.

- To implement the management function so as to assure the best and most effective learning programs, through achieving such sub-goals as
 - (a) keeping the District abreast of current educational developments;
 - (b) developing staff to establish and operate learning programs that better meet learner needs;
 - (c) coordinating cooperative efforts to improve learning programs, facilities, equipment, and materials; and
 - (d) providing access to the decision-making process by staff, students, parents, and the public in order to facilitate the communication of ideas.

Adopted by School Board March 7, 1988

Revised January 25, 1993