

Utica Community Schools
Board of Education Policies
Rules and Regulations

Section (2000) - Administration

2100 POLICY - Personnel Administration 1



2100 POLICY - Personnel Administration

The Board of Education delegates to the Superintendent the authority necessary to recruit, develop, evaluate and compensate non-represented District administrators, subject to: applicable laws; the Superintendent's duty to provide the Board of Education with timely and complete information concerning the exercise of such authority; and, the Board of Education's unrestricted prerogative to exercise its own authority and discretion. The Board of Education believes this delegation will enable the District to most effectively achieve the District's *Indicators of Excellence* and comply with other Board of Education policies and administrative procedures.

Pursuant to this delegation, the Superintendent may, among other things:

- I. Develop, implement, administer and enforce administrative procedures pertaining to District administrators.
- II. Conduct background checks and inquiries, including those mandated by law.
- III. Develop, implement, administer and enforce job descriptions, role and responsibility statements and group classifications for administrative positions.
- IV. Develop, implement, administer and implement compensation and benefit packages, plans and schedules reasonable and necessary to attract and retain talented administrators.
- V. Develop, implement, administer and enforce employment contracts.
- VI. Evaluate administrator's performance, in general and according to his/her contributions toward achieving the District's *Indicators of Excellence* and compliance with Board policies and administrative procedures.
- VII. Accept resignations on behalf of the Board of Education.

