

1100 - District Organization

The Board of Education directs the establishment and implementation of an organizational plan for the management and control of school district operations. The plan will require the identification and resolution of problems at appropriate organizational levels. All references to school district administrators in policies or regulations shall be construed to mean that administrator or his or her designee.

All members and employees of this Board are directed to observe faithfully the chain of communications established by the district organizational plan. In general, a problem should be identified and its resolution attempted at the level most immediate to the problem's origin. When a resolution cannot be found at that level, or subsequent levels along the chain of communications, remedy may be sought through appropriate resolution and remediation procedures.

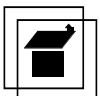
Administrative Operation

The following principles shall govern the administrative operation of the school system:

1. Within the framework of established district policy and curriculum, each school shall be encouraged to develop the educational program most appropriate to that school.
2. Each staff member shall be informed as to his or her functions and to whom he or she is responsible.

Line of Responsibility

1. Each employee in the district, except the Secretary to the Board of Education; the Treasurer of School Monies, the Auditor, and the Board's Legal Counsel, shall be responsible to the Board of Education through the Superintendent.
2. The Secretary to the Board of Education, the Treasurer of School Monies, the Auditor, and the Board's legal counsel shall report directly to the Board.



POLICY

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3. All personnel shall refer matters requiring administrative action to the administrative officer immediately in charge of the area in which the problem arises. These administrative officers shall refer such matters to the next higher authority when necessary.

The Board expressly disapproves of any attempt to expedite the resolution of a problem by disregard of the organizational plan and the appropriate processes. A staff member's persistent disregard for the established management organization of this district in violation of this policy will be considered an act of insubordination subject to discipline.

N.J.S.A. 18:11-1; 18A:27-4

Adopted: 10 November 1997

