



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street      ≈      Spring Green, Wisconsin 53588      ≈      Phone: 608-588-2551

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224

## Board-Administrator Relations

The Board of Education believes that policy-making is one of its most important functions. The District Administrator is responsible for translating the Board of Education policies into an operating educational program.

As the elected representatives of the community and as the highest-level governing authority in the District, the Board of Education's primary leadership role involves establishing the District's mission, goals, strategic priorities, governance policies, and annual budgets and finances, and then providing the necessary support, oversight, and advocacy to foster and monitor their proper implementation.

The District Administrator's role includes:

- (1) Leading and managing the District's schools, programs, and operations on a day-to-day basis in a manner that implements and that is consistent with the Board of Education's governance decisions;
- (2) Assisting the Board of Education in performing its governance role, including establishment of the District's goals, priorities, policies, and budgets;
- (3) Overseeing the design, implementation, and review of learning standards, curriculum, and professional development in the District; and
- (4) Setting the expectations and accountability structures for other staff members.

The Board of Education and District Administrator will work to continually develop their shared understanding regarding their respective roles and communication between the Board of Education and the administration.

Members of the Board of Education cannot act for the Board of Education on any matter unless officially delegated by the Board of Education with the authority to do so. Members shall refrain from involving themselves in administrative matters and from asking the district administrator for personal considerations. Board of Education members shall refer all non-action matters and criticisms to the district administrator.

Board of Education members and the District Administrator should be present when the business of the school district is being conducted. All should feel secure in the performance of their respective duties.

The district administrator may delegate responsibility and the authority necessary for the operation of the schools to other designated officials who are serving in an administrative capacity.

CROSS REF.: 150, Board of Education Powers and Duties

APPROVED: March 9, 1989

REVISED: October 24, 1996

APPROVED: November 14, 1996

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