

**2 – School Board**

**2:130 – Board-Superintendent Relationship**

The School Board employs and evaluates the Superintendent and holds him or her responsible for the operation of the District in accordance with Board policies, the Progressive Educational philosophy of the District, and State and federal law.

Values of shared leadership and collaborative decision making are fundamental to the District’s Progressive Education philosophy, and the Board-Superintendent relationship must be based on mutual respect for their complementary roles. The relationship requires clear communication of expectations regarding the duties and responsibilities of both the Board and Superintendent.

The Board considers the recommendations of the Superintendent as the District’s Chief Executive Officer. The Superintendent will keep the Board informed about school operations. The Board adopts policies necessary to provide general direction for the District and to encourage achievement of District goals. The Superintendent develops plans, programs, and procedures needed to implement the policies and directs the District's operations.

<b>Board Responsibilities</b>	<b>Superintendent Responsibilities</b>
1. Select the Superintendent as the Board’s sole direct report, advising and supporting him or her in the discharge of his or her duties as chief school administrator of the District.	1. In addition to being the chief school administrator and chief professional advisor of the Board, be the lead educator. Be directly responsible to the Board for the effective, efficient operation of the School district’s programs and facilities.
2. Delegate to the Superintendent responsibility for all executive functions, refrain from handling directly any administrative detail and respect the Superintendent’s authority, which is commensurate with his or her responsibilities.	2. Be responsible for the development of School district procedures, plans and programs and by presentation of facts and explanations assist the Board in its oversight duties. Provide the Board with professional recommendations on all problems and issues under Board consideration. Be empowered to use discretionary judgment in situations not covered by Board policy or law, reporting any such significant decisions to the Board as soon as practical.
3. Direct the Superintendent to develop a Strategic Plan in partnership with the community and approve the implementation of that plan.	3. Coordinate development and implementation of a Strategic Plan.
4. Appoint all District personnel upon the	4. Direct inclusive hiring processes and

<p>recommendation of the Superintendent and issue all orders affecting personnel through the Superintendent. The Board will provide sufficient personnel to properly conduct and administer the school educational program. Winnetka District 36 is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, ancestry, age, marital status, physical or mental disability, unfavorable discharge from military service or any other characteristic protected by applicable law.</p>	<p>recommend personnel appointments, promotions, transfers, and terminations to staff the District capably. Delegate authority as necessary and appropriate, with the recognition that the Superintendent shall be responsible for the actions of all subordinates.</p>
<p>5. Approve salary schedules and personnel policies. Negotiate and approve collective bargaining agreements.</p>	<p>5. Advise on, and recommend personnel policies to the Board and assume responsibility for assignment of employees. Serve as professional advisor to the Board regarding such contract negotiations.</p>
<p>6. Adopt policies for operation of the District's programs and facilities and assume responsibility for keeping such policies up-to-date by reviewing all policies at least once every five years.</p>	<p>6. Carry out all policies established by the Board except those having to do with the Board itself and advise the Board in regard to adoption or modification of policy.</p>
<p>7. Adopt an annual budget as required by law. Estimate the need for and levy taxes. Receive and review financial reports. Participate in long-range financial planning. Monitor ending fund balances and recommend referenda timing as appropriate.</p>	<p>7. Prepare an annual budget for Board consideration and approval. Prepare and submit to the Board monthly and annual financial reports on the operation of the district's programs and facilities. Respond to questions with necessary staff input. Organize and execute long-range financial planning.</p>
<p>8. Consider and approve expenditures as required by law.</p>	<p>8. Approve and direct all District expenditures within limits of law and Board policy.</p>
<p>9. Require from and discuss with the Superintendent regular reports concerning progress of the District, including reports on the instruction and assessment of pupils and staff.</p>	<p>9. Make continuous studies of the progress and needs of the District and keep the Board fully and accurately informed on the District's programs and facilities.</p>
<p>10. Consult with the Superintendent and approve recommendations for extension or readjustment of the scope of educational activities and programs. Take an active interest in developments in the field of education.</p>	<p>10. Provide leadership for the educational program of the District and in-service training of professional employees. Keep the Board informed on developments in the educational program.</p>

<p>11. Consider recommendations for additional capital outlays, adopt plans for capital improvements and determine the means of financing them.</p>	<p>11. Develop plans for maintenance, improvements in or expansion of building and site facilities needed to provide for the District's educational program.</p>
<p>12. As elected officials, represent and reach out to the entire community with regard to the operation of the District's programs and facilities. Support the District's efforts to serve as a lighthouse district on educational practices and learning. Maintain contact with state legislators.</p>	<p>12. Take the lead in establishing and maintaining good public and press relations for the District. Ensure the District serves as a lighthouse district in educational practices and learning.</p>
<p>13. Require the Superintendent's presence at meetings of the Board except when the Superintendent's employment is under consideration or when the Board has authorized his or her absence.</p>	<p>13. In consultation with the Board President and Vice President, prepare agendas for Board meetings except when the Superintendent's employment is under consideration or when the Board has authorized his or her absence.</p>
<p>14. Via adoption of the Superintendent's goals, endorse curriculum approval processes, and keep informed of curriculum development.</p>	<p>14. Oversee curriculum review processes and recommend program modifications to the Board as necessary.</p>
<p>15. Govern as a body, not as individuals. Rigorously deliberate issues at the board table, but resolve to act as a single entity through the board vote, in order to give the Superintendent clear and unified direction.</p>	<p>15. Bring issues, concerns or directives voiced by individual board members to the board as a whole for deliberation and direction. Share communications from individual board members as appropriate.</p>

LEGAL REF: 105 ILCS 5/10-21.4.

CROSS REF: [2:20](#) (Powers and Duties of the School Board)  
[3:40](#) (Superintendent)  
[6:10](#) (Educational Philosophy and Objectives)

*Adopted: February 24, 2009*

[TOC](#)