

# Baker School District 5J

Code: CA/CAA  
Adopted: 3/14/00  
Orig. Code(s): CA/CAA

## Administration Goals and Objectives

Proper administration of the district is most vital to a successful education program which shows both consistency and continuity. The general purpose of the district's administration shall be to coordinate and supervise, under the policies of the Board, the creation and operation of an environment in which students learn most effectively. Administrative duties and functions should be appraised in terms of the contribution made to improving instruction and learning. The Board shall rely on its chief executive officer, the superintendent, to provide at the district level the professional administrative leadership demanded by such a far reaching goal.

The district's administrative organization shall be designed so that all divisions and departments of the central office and all schools are part of a single system guided by Board policies which are implemented through the superintendent. Principals and central office administrators are all expected to administer their units in accordance with Board policy and the superintendent's rules and procedures. However, the mere execution of directives cannot by itself be construed as good administration. Vision, initiative, resourcefulness and wise leadership as well as consideration and concern for staff members, students, parents and others are essential for effective administration.

The superintendent and all other supervisors shall have the authority and responsibility necessary for his/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 of the superintendent, then holding the superintendent accountable by evaluating how well those requirements and expectations have been met. In turn, the superintendent shall be responsible for clearly specifying requirements and expectations for all other administrators, then for holding each accountable by evaluating how well requirements and expectations have been met.

Major goals of management in the district shall be:

1. To manage the district's various departments, units and programs with consistency and continuity and in an effective manner;
2. To provide professional advice and counsel to the Board and to advisory groups established by Board action. Preferably, where feasible, this will be done through reviewing alternatives, analyzing the advantages and disadvantages of each and recommending a selection from among the alternatives.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)

[ORS 332.505](#)

[ORS 332.515](#)

[OAR 581-022-1720](#)

**Cross Reference(s):**

BCF - Board Committees