

Administration Responsibilities and Goals

The purpose of administration is to improve student learning, social and emotional growth, and increase stakeholder satisfaction. All administrative duties and functions will be appraised in terms of the contributions they make to improve instruction and to higher student motivation and achievement.

Administrative responsibilities will include, but not be limited to:

1. Developing the organizational culture-articulating the guiding beliefs of the school and shaping schooling around the learner's need.
2. Planning strategically.
3. Enabling others to act in behalf of student learning.
4. Demonstrating positive political skills-making improvements in a way that maintains and enhances stakeholder support.
5. Providing leadership-in behalf of curriculum, instruction, and assessment around the district's performance standards.
6. Delivering on administrative standards.
7. Managing the district's various facilities, funds, and programs effectively.
8. Providing professional advice and counsel to the Board and to any committees established by Board action.
9. Evaluating licensed staff.
10. Interpreting policies, procedures, and agreements.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 332.505](#)

[ORS 332.515](#)

[OAR 581-022-1720](#)