

Hermiston School District 8R

Code: CA/CAA
Adopted: 7/1/92
Readopted: 1/4/05
Orig. Code(s): CA-CAA

Administration Function

The organization of the staff of the district shall be unified and directed by a single executive head – the superintendent.

Staff organization shall be based upon a functional analysis of the services to be rendered by the school system.

In accordance with the above definition, the Board recognizes the following services or functions within the school system:

1. Policy-Making – A function of the Board with help from the superintendent;
2. Administration – A function of the administrators at all levels unified and coordinated through the office of the superintendent. The prime function shall be to facilitate and improve instruction;
3. Instruction – A service performed by teachers, administrative employees and their assistants - both licensed and non-licensed;
4. Fact-finding, Interpretation, and Planning – Services conducted by all members of the staff, under leadership of the administration, as an aspect of their regular assignment in the district;
5. Legal Advice – A service secured by the superintendent as the need arises;
6. Plant Operation, Maintenance, and Construction – Functions of the staff with specific direction, leadership, and advice from the central office administration;
7. Resource Allocation – a function of the administration to determine the most effective use of district resources.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 332.505](#)
[ORS 332.515](#)