

### **Additional Duties of the Superintendent**

The superintendent shall be responsible for the successful completion of the tasks inherent to, including but not limited to, the following programs/areas of interest. An area in the office of the superintendent contains the documentation pertinent to the programs.

1. Statewide assessment program.
2. Local assessment program.
3. Utilization of Common Core State Standards by grade level/subject area. Require principals to ensure the inclusion of these in weekly lesson plans.
4. School improvement (e.g., site councils, profile).
5. Federal programs (e.g., Title IA, IIB, Reap/Flex, CTE, etc.).
6. Northwest accreditation of high school.
7. Special education (IDEA).
8. At-risk program.
9. Evaluation of personnel.
10. Talented and gifted program.
11. Section 504 eligible students.
12. Student involvement in the decision-making process (e.g., student leaders, student council).
13. Positive recognition program (e.g., student, staff community).
14. Outdoor school program.
15. Tragedy response program.
16. Curriculum adoption/committee.
17. Technology program.

18. Current textbook adoption.
19. Informational board update.
20. School calendar.
21. Preventative maintenance/three-year program.
22. Oregon School Activities Association (OSAA) and conference participation.
23. Positive public relations (SAC).
24. Board goals (short and long term).
25. Community involvement in the district.

**Evaluation**

The successful completion of these tasks shall be assessed annually by the Board.