

File: C4

ADMINISTRATIVE AND SUPERVISORY STRUCTURE

The School Committee expects the Superintendent to establish clear understandings on the part of all personnel of the working relationships in the school system.

Personnel will be expected to refer matters requiring administrative action to the administrator to whom they are responsible. The administrator will refer such matters to the next higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate.

Lines of authority should not restrict in any way the cooperative, working relationships of all staff members at all levels in order to develop the best possible school programs and services. The established lines of authority represent direction of authority and responsibility; when the staff is working together, the lines represent avenues for a two-way flow of ideas to improve the program and operations of the school system. The current Chain of Command Chart will be posted in every school department building and the Chicopee Public Schools web page.

1st reading: Reg SC Mtg 5/15/2013

2nd reading: Reg SC Mtg 6/5/2013