

NORTH PENN SCHOOL DISTRICT

School Board Policy

2111

ADMINISTRATION

Superintendent Position Description

Primary Functions:

The superintendent is the chief executive officer for the board of school directors for the North Penn School District. The superintendent shall carry out the policies of the board of school directors in the management and supervision of all school personnel, programs, and properties. In addition to those responsibilities delegated by law, the superintendent shall discharge those duties listed below.

Major Responsibilities:

1. Direct the development and provide the leadership for implementation and evaluation of an educational program which is acceptable to the board of school directors, the professional staff, and the community.
2. Provide leadership which supports the board of school directors, including cooperation with the board in evaluating the effectiveness of the total school district effort.
3. Provide leadership in development of policy statements for approval by the board of school directors.
4. Demonstrate leadership in the development of a school district budget which reflects fiscal responsibility, including sound school and business management, and promotes a comprehensive and positive community relations program.
5. Provide leadership for all school district personnel, including the development of appropriate position descriptions, goals and objectives, and evaluation procedures.

Qualifications:

1. Education: Earned doctorate degree or equivalent
2. Certification: Superintendent's Letter of Eligibility

Organizational Relationship:

- Responsible to the board of school directors.

Policy:

Adopted: April 21, 1977
Amended: November 17, 1983
Reviewed: March 11, 1991
Reviewed: April 16, 2009