

SINGLE POLICY	ESTABLISHING AND ABOLISHING POSITIONS	217
<p>Superintendent Recommends</p> <p>Right of School Committee</p> <p>Listing of Positions</p> <p>Position Descriptions</p> <p>“Personnel Manual”</p> <p>Items In Positions Description</p> <p>Adopted 7/11/79</p> <p>Amended 11/15/95</p> <p>Amended 4/28/04</p>	<ol style="list-style-type: none"> 1. The Superintendent will make recommendations to the School Committee with regard to establishing or abolishing categories of positions within the district. 2. The Superintendent of Schools may adjust staffing levels within the district, subject to contractual agreements, provided that such adjustments be effected within budgeted salary accounts. The Superintendent of Schools will inform the School Committee when positions are added to the bargaining unit of the Shrewsbury Education Association. The Superintendent shall ask that the School Committee vote to approve any expenditures for staffing that exceed the budget for personnel. 3. The Superintendent will maintain a current list of established positions which will be available for review upon request. 4. Position descriptions for the following positions will be adopted by the School Committee and included in the policy manual: <ul style="list-style-type: none"> •Superintendent •Assistant Superintendent •Director of Business Services •Director of Human Resources •Director of Special Education/Pupil Personnel Services •Principals 5. Descriptions of all other positions will be maintained by the Superintendent or his designee in a "Personnel Manual" which will be available for review upon request. 6. Position descriptions will include: title and primary purpose of the position, contractual relationship, organizational relationships, major responsibilities, and qualifications. 	