

Sparta Area School District

Article 201 - Structure and Flow of Responsibility

The Board of Education reserves for itself the ultimate responsibility for the operation and management of the Sparta Area School District. This management will be exercised under Wisconsin Statutes by the School Board as a composite group during regular and special meetings of the School Board through the establishment of policy or the issuance of directives to the Superintendent.

The School District auditor and the attorney for the Sparta Area School District shall perform their functions in accordance with the Wisconsin Statutes and shall report directly to the Board of Education.

The administration of the schools in all of its aspects shall be delegated by the School Board to the Superintendent. The Superintendent shall be responsible to the School Board for the execution of policies, decisions, and directives of the School Board.

The Superintendent and through him/her, the staff of the school system, are authorized by the Board of Education to make such rules and regulations and establish such procedures as are necessary to the everyday operation of the school system. These rules, regulations and procedures are subject to review by the School Board at its discretion.

All employees of the Sparta Area School District except the school attorney and the school auditor shall be responsible to the Superintendent through their various immediate supervisors as outlined in the job specification documents for the various positions.

Positions in the system considered as administrative in nature are the Superintendent, Director of Business Services, Director of Pupil Services, Director of Instructional Services, Secondary School Principals, Elementary School Principals, Assistant Principals, and Activities Directors.

Administrators are expected to devote full time to the duties and responsibilities normally expected of the administrator's position during the term of their contract. Administrators shall not engage in any pursuit, or accept any other employment, which interferes with the proper discharge of the administrator's duties and responsibilities. The Board reserves the right, solely in its own discretion, to determine whether outside pursuits or other employment interferes with the proper discharge of the administrator's duties and responsibilities.

Legal Reference:

Cross Reference: Article 202 – Specifications for the Superintendent of Schools
 Article 203 – Specifications for the Director of Business Services
 Article 204 – Specifications for the Director of Pupil Services
 Article 205 – Specifications for the Secondary School Principals
 Article 206 – Specifications for the Elementary School Principals
 Article 207 – Specifications for the Assistant Principals
 Article 208 – Specifications for the Director of Instructional Services
 Administrative Rule 113 - Public Records Notice
 Administrative Rule 201 – Organizational Chart

Approved:

Revised:

May 24, 2005
February 28, 2012