CONCEPTS AND ROLES

The Tehama County Superintendent of Schools recognizes that Tehama County Department of Education administration performs essential roles and functions in support of student learning, including the provision of instructional support and services to schools as well as the responsible management of noninstructional operations. The County Superintendent or designee may make decisions concerning Department operations within the parameters of law and Department policy.

The Superintendent shall provide leadership in developing administrative regulations and organizational structures, decision-making processes, and staff action plans that allow the Department to fulfill its vision and goals. The County Superintendent will help shape the culture and environment of the Department in a manner that focuses operations on enhancing student achievement, encourages positive relationships within the community, and instills confidence in schools and programs.

Legal Reference:

EDUCATION CODE
35020 Duties of employees fixed by governing board
35026 Employment of district superintendent by certain district
35028 Qualifications for employment
35029 Waiver of credential requirements
35031 Term of employment
35033 District superintendent for certain districts
35034 District superintendent of certain districts
35035 Powers and duties of superintendent
35160 Authority of governing boards
35160.1 Broad authority of school districts
35161 Powers and duties generally

Management Resources:

CSBA PUBLICATIONS
Maximizing School Board Governance: Superintendent Selection and Employment, 2006
Maximizing School Board Governance: Superintendent Evaluation, 2005
Superintendent Governance Standards, 2001
CSBA Professional Governance Standards, 2000
WEB SITES
CSBA: http://www.csba.org
American Association of School Administrators: http://www.aasa.org
Association of California School Administrators: http://www.acsa.org
ADMINISTRATIVE DISCRETION REGARDING POLICY

Through the adoption of written policies, the Tehama County Superintendent of Schools conveys his/her expectations for actions that will be taken in the Department, clarifies roles and responsibilities and communicates Department philosophy and direction. However issues may arise in the operation of the Department that are not addressed in policy or administrative regulation. When resolution of such issues necessitates immediate action, the County Superintendent or designee shall have the authority to act on behalf of the Department.

If the matter involves a policy decision where controversy is foreseeable, or a matter that has a significant impact on student learning or safety, the County Superintendent or designee shall schedule a review of the action at the next Cabinet meeting. If the action indicates the need for additions or revisions to policy or administrative regulations, the County Superintendent or designee shall make the necessary changes.

Legal Reference:

EDUCATION CODE
35010 Control of district, prescription and enforcement of rules
35035 Powers and duties of superintendent
35160 Authority of governing boards
35160.5 Annual review of school district policies
35163 Official actions, minutes and journal
42605 Tier 3 categorical flexibility

Management Resources:

CSBA PUBLICATIONS
Policy Implications of Categorical Program Flexibility, Policy Advisory, November 2009
CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE
Fiscal Issues Relating to Budget Reductions and Flexibility Provisions, April 2009
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
REPRESENTATIVE AND DELIBERATIVE GROUPS

The Tehama County Superintendent of Schools believes that broad input on Tehama County Department of Education operations and policy from staff, parents/guardians, students and members of the public can provide the Department with a diversity of viewpoints and expertise, help build a sense of ownership of the schools, enhance Department efficiency and assist Department communications. The County Superintendent or designee may establish a management team, administrative councils, task forces, cabinets or committees in accordance with law.

The membership, composition and responsibilities of these groups shall be defined by the County Superintendent or designee. The County Superintendent or designee may establish, change or dissolve these groups at his/her discretion.

Groups established by the County Superintendent or designee shall act in an advisory capacity unless specifically authorized to act on behalf of the County Superintendent or designee. Advisory groups shall submit their recommendations to the County Superintendent or designee.

Expenses incurred for consulting services, materials, travel or other related operations shall be approved by the County Superintendent or designee in advance.

Legal Reference:

EDUCATION CODE
35160.1 Broad authority of school districts
45100.5 Senior classified management positions
45256.5 Designation of certain senior classified management positions

GOVERNMENT CODE
3540.1 Definitions
54952 Legislative body, definition

Policy
TEHAMA COUNTY DEPARTMENT OF EDUCATION
adopted: February 16, 2011
Red Bluff, California