

DIRECTOR POWERS AND RESPONSIBILITIES

The Director shall have all powers, duties and responsibilities specified by state law and School Board policies including, but not limited to, the following:

- A. Serve as the executive officer of the School Board, and shall be charged with responsibility for implementing policies of the School Board. Director shall attend all meetings, and participate in all deliberations of the School Board when such deliberations do not involve the employment.
- B. Administer Union Colony School in conformity with adopted policies of the School Board and rules and regulations of the State Board of Education and in accordance with charter school contract and state law.
- C. Develop administrative regulations and procedures for implementing School Board policies.
- D. Maintain communication between faculty council and School Board.
- E. Recommend employees for appointment, demotion, transfer, or dismissal in accordance with the policies of the Board. Suspend from duty, subject to School Board confirmation, any employee for cause.
- F. Assign instructional and non-instructional personnel.
- G. Prepare and submit to the School Board for approval courses of study and curricula to be offered in Union Colony School.
- H. Submit to the School Board before the end of the fiscal year an estimate of expenditures and receipts for the ensuing year.
- I. Direct formulation and revision of salary schedules within financial resources of the community and make recommendations to the Board.
- J. Develop a continuous and comprehensive program of school-community relations which involves Board, staff and community members.
- K. Plan with the staff for:
 1. The continuous improvement, through research and development, of the educational program.
 2. The planning, construction, repair, renovation and maintenance of an adequate educational plant.
 3. The long range financial needs of the total school program.
 4. The recommendation of textbooks and supplemental instructional materials.
 5. The orientation of staff members new to the system.
 6. An in-service education program for all instructional and non-instructional staff members.
 7. Effective and orderly channels of communication between all segments of the community, Board, staff, pupils, and parents.

DIRECTOR POWERS AND RESPONSIBILITIES

8. The purchase of books, equipment, supplies and materials as provided for in the annual budget.
 9. The classification and promotion of all pupils.
- L. Delegate to subordinates such functions as may seem desirable. However, the Director shall be held responsible for all functions delegated.
- M. Perform such other duties as the Board may determine.