

No. Policy 300

SECTION: Administrative Employment

CATASAUQUA AREA SCHOOL DISTRICT

TITLE: Creating a Position

ADOPTED: November 10, 2005

REVISED: November 10, 2005

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1. Purpose SC 1001, 1106	Administrative positions will be established by the Board in order to provide effective management and leadership for the operation of the District.	1 2 3 4 5
2. Authority SC 1106	The need for creating administrative positions shall be determined by the Board in accordance with these guidelines. Recommendations for continuing, new or additional administrative positions will include position description clearly descriptive of the duties for which the positions were created and a title that conforms with the appropriate certificate if such certification is required.	6 7 8 9 10 11 12 13
SC 1075, 1142	The initial salary or salary range for new positions shall be determined by the Board at the time of creating such positions based upon the recommendation of the Superintendent.	14 15 16 17 18 19
SC 652	In the exercise of its authority to create new positions, the Board shall give primary consideration to the most effective management of the affairs of the District, the special needs of the community, the special needs of students, the operational needs of the District and the financial resources of the District.	20 21 22 23 24 25
3. Delegation of Responsibility	The Board expects that the Superintendent shall normally be responsible for recommending new or additional administrative positions. The Board reserves for itself the final determination as to the number and kind of administrative positions deemed necessary for the effective management of the District.	26 27 28 29 30 31
School Code 652, 1001, 1106, 1075, 1142, 2107		32 33 34 35 36 37 38

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