

## **ORGANIZATION, PHILOSOPHY, AND GOALS**

### **Organizational Charts and Office Functions**

#### **Division Superintendent's Role**

This policy supersedes Policy 1203.1.

#### **I. PURPOSE**

To prescribe the Division Superintendent's responsibilities and his or her relationship with the School Board.

#### **II. SUPERINTENDENT'S RESPONSIBILITIES**

As the chief executive officer of Fairfax County Public Schools, the Division Superintendent shall accomplish the following:

##### **A. Enforce Laws**

The Superintendent shall perform all duties and abide by all applicable federal, state, and local laws, policies, and regulations, as well as the policies of the Fairfax County School Board.

##### **B. Organize and Manage School System**

The Superintendent shall have charge of the administration and management of the school division under the direction of the School Board. He or she shall organize and manage the administrative and supervisory staff, including instruction and business affairs, subject to the School Board's approval. He or she may develop procedures and regulations necessary to ensure the efficient operation of the schools. In the absence of School Board guidance through its policies, the Superintendent is empowered to act, but his or her decision may be subject to review at the next School Board meeting.

##### **C. Maintain and Evaluate Leadership Team**

The Superintendent shall maintain a Leadership Team. The Superintendent shall present to the School Board individual evaluations of the members of the Leadership Team before recommending renewal or nonrenewal of their contracts or before transferring them within the system. The Superintendent shall present to the School Board reasons for recommending the employment of new members of the Leadership Team. Should the Board reject a recommendation by the Superintendent, the Superintendent may make another recommendation.

**D. Recommend Employment**

The Superintendent shall have the sole right of nomination for employment, transfer, and promotion of personnel subject to the authority of the School Board to accept or reject any nomination.

**E. Develop Division Targets**

|| The Superintendent, working with staff and community input, shall recommend for School Board adoption biennial strategic targets and objective measures of accomplishment directed to achieving the most efficient and effective realization of the school division's mission.

**F. Recommend Policies**

The Superintendent shall recommend policies and procedures to the School Board for its consideration and for its acceptance or rejection. Any proposed policy originating from the School Board, or any proposal from the public, shall be submitted in writing to the Superintendent for analysis and recommendation.

**G. Attend School Board Meeting**

The Superintendent or, in his or her absence, a designee approved by the School Board shall be present at all meetings of the Board except that the Board may vote to dispense with the attendance of the Superintendent or designee at a special meeting of the Board. The Superintendent shall serve as an ex-officio member of all Board committees and provide administrative recommendations on each item of business considered by such groups.

**H. Approve Sponsorship**

|| The Superintendent, or his or her designee, must approve the use of the name "Fairfax County Public Schools" as a sponsor or participant in any activity, program or publication sponsored, in whole or in part, by persons or groups outside of the school system.

Legal reference: Code of Virginia: §22.1-58 through 22.1-70, Division superintendents required.  
§22.1-297, Assignment of teachers, principals, and assistant principals by superintendent.

Policy  
Adopted: July 1, 1986  
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