

ADMINISTRATION GOALS/PRIORITY OBJECTIVES

Code **CA** Issued **12/02**

Purpose: To establish the board's vision for administrative goals and objectives.

The administration of this center is responsible, within the guidelines established by board policy, for the direction and coordination of students and staff in their efforts to reach educational goals adopted by the board.

The board is devoted to and legally charged with the responsibility for providing an instructional program for the children within the community it serves. The center is organized to accomplish this purpose through an appointed board and professional staff members who are employed by the board. The board and the professional staff each have unique responsibilities within this institution.

The board will rely on its chief executive officer, the director of the center, to provide professional administrative leadership. The director is responsible for executing the professional staff responsibilities through the design of an administrative organization that will meet the needs of the center and most efficiently and effectively use its resources.

The center will be subject to board policies that are implemented through the director. Within the framework of center policies and regulations, the director will be responsible and accountable for the administration of the center through the implementation of center regulations and procedures.

The function of administration is to plan for, control, coordinate, supervise and direct the center in accordance with the purposes, policies, plans, procedures and programs authorized by the board.

The board expects the administration to specialize in the following.

- the processes of decision making and communication
- the planning, organization, implementation and evaluation of educational programs and services
- the coordination of various centers of power within the center and the community so as to enable people to do things together for education that they might never be able to do separately
- the demonstration of leadership
- the development and maintenance of close working relationships and channels of communication within the center and community
- the prevention of misunderstandings and development of cooperation toward attaining the educational goals adopted by the board

Adopted 12/17/02