

**SUBJECT: DISTRICT SUPERINTENDENT**

The District Superintendent shall act as the chief executive officer for the Board and an ex-officio member. He/she shall possess the powers and discharges the duties defined in Education Law and is responsible for executing all policies, decisions and orders of the Board.

The District Superintendent shall report to the board upon the operation of the policies adopted by the Board and may present for consideration such changes and amendments as he/she believes to be desirable or necessary. In the absence of a Board Policy, the District Superintendent shall have the power to take administrative action.

The general administration of all programs shall be under the District Superintendent's direction and supervision. His/her designee shall attend all meetings of the Board and shall act in an advisory capacity on all matters authorized by law. In all emergency situations not specifically designated herein, the District Superintendent shall have the power to act in accordance with his/her best judgment.

In addition, the District Superintendent (or designee) is authorized to:

- a. approve attendance of school personnel at conferences within the budget;
- b. employ non-instructional and instructional per diem substitutes;
- c. employ adult education staff, hourly and temporary staff, and regular employees on a temporary basis until Board of Education approval; and
- d. sign education consultant contracts, applications for grants, federal funds, special funds, grants from foundations and other private sources.

**Establishment of Annual Goals and Priority Objectives**

The District Superintendent is charged with the responsibility of involving representatives of advisory committees, administration, teaching staff and students, as appropriate in the development of annual goals and priority objectives. The annual goals and priority objectives (planning areas) will be consistent with the BOCES mission and will be presented to the Board annually.

Further, the District Superintendent is responsible for the establishment and implementation of procedures for the evaluation of progress in obtaining the objectives and goals established. The Board will be given reports throughout the school year on the progress of or the need for modification of the goals and objectives.

**Adopted: January 9, 2002**  
**Revised: January 14, 2009**