

LINE OF RESPONSIBILITY

The Long Hill Township Board of Education (BOE) shall operate under a unit control system headed by the Chief School Administrator (CSA). The authority of the BOE is transmitted through the CSA along specific paths from person to person as shown in the organization chart of the school district. The lines of authority represent direction of authority and responsibility. The lines are those approved by the BOE and are intended to establish clear understanding on the part of all personnel of the working relationships in the school system.

Personnel are expected to refer matters requiring administrative action to the administrator to whom they are responsible. When the Board or any Board member is approached by a staff member in matters requiring administrative action, that staff member is to be referred to the administrator to whom they are responsible. Personnel are expected to keep the person to whom they are immediately responsible informed of their activities by appropriate means.

Revised and readopted: October 14, 2013

Replaces all previously adopted policies (previous committee review completed December 5, 2006)

First reading: October 11, 1999

Second reading: October 25, 1999

Legal References:

<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
<u>N.J.S.A.</u> 18A:17-5 through -14.3	Secretaries, Assistant Secretaries and School Business Administrators
<u>N.J.S.A.</u> 18A:17-15 through -23	Superintendents and Assistant Superintendent of Schools
<u>N.J.S.A.</u> 18A:17-24.1 <i>et seq.</i>	Shared Administrators, Superintendents
<u>N.J.A.C.</u> 6A:9-12.3	Authorization
<u>N.J.A.C.</u> 6A:9-12.4	School administrator
<u>N.J.A.C.</u> 6A:9-12.7	School business administrator
<u>N.J.A.C.</u> 6A:32-2.1	Definitions (chief school administrator)

Possible Cross References:

- *1312 Community complaints and inquiries
- *2131 Chief school administrator
- *2210 Administrative leeway in absence of board policy
- *3000/ Concepts and roles in business and noninstructional operations;
goals and objectives
- *9313 Formulation, adoption, amendment of administrative regulations

*Indicates policy is included in the Critical Policy Reference Manual.