

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: MANAGEMENT TEAM

ADOPTED: February 8, 1999

REVISED:

PENN MANOR SCHOOL DISTRICT

	<p style="text-align: center;">327. MANAGEMENT TEAM</p> <p>1. Purpose The Board recognizes the importance of maintaining an effective Management Team to strengthen the administration and educational programs of the district, and to establish and improve communications, decision making, conflict resolution, and other relationships among the members of the Team.</p> <p>2. Authority SC 510, 1164 While the Management Team concept places emphasis upon shared responsibility and authority, nothing in this policy is intended to limit the responsibility and authority of the Board ultimately to make decisions, as prescribed by law.</p> <p>3. Definitions Management Team Concept - is a means whereby educational policies and administrative procedures that define the district's programs and operations are arrived at through shared responsibility and authority. Management Team - is composed of the Superintendent and administrative, supervisory, and administrative support personnel who have significant responsibilities for: <ol style="list-style-type: none"> 1. Recommending employment, transfer, suspension, discharge, layoff, recall, promotion, assignment, compensation, or discipline of employees. 2. Directing and supervising other employees. 3. Evaluating employees. 4. Adjusting complaints. Management Employees - refers to those members of the Management Team.</p> <p>4. Guidelines The objectives of the district's Management Team are: <ol style="list-style-type: none"> 1. To provide input into policies and rules which directly affect management employees in the administration of the school district by: </p>
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<p>5. Delegation of Responsibility</p>	<ul style="list-style-type: none">a. Assisting in development of the district's educational goals and objectives.b. Applying all available knowledge to improvement of district services.c. Providing input into development of district and department financial plans and budgets.d. Providing input into the labor relations policies and practices of the district.e. Evaluating proposals made by other employees and making recommendations on the district's response.f. Providing open and frequent communication among members of the Team. <p>2. To provide a means of addressing the economic and welfare concerns of management employees including position descriptions, evaluation, promotion, and assignment and transfer.</p> <p>The Superintendent shall prepare administrative guidelines for the operation of the Management Team. Such guidelines shall provide that:</p> <ul style="list-style-type: none">1. Management Team meetings will include representatives reflective of all management employee positions, and all management employees on occasion.2. The Management Team shall address itself to appropriate concerns identified by any member of the Team.3. Concerns of the Management Team will include but not be limited to district budget, district curriculum, personnel management, and welfare of management employees.4. The Management Team will meet on a regular basis and on call with the Board or its representatives.5. Actions of all members of the Management Team shall be consistent with professional and ethical standards as adopted by professional management associations.
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