

VIGO COUNTY SCHOOL CORPORATION
TERRE HAUTE, INDIANA

File: CCB

LINE - STAFF RELATIONSHIPS

The Board of School Trustees desires that clear understanding on the part of all personnel of the working relationships in the school system be established and directs the Superintendent to clarify an Organizational Chart which accomplishes this purpose.

Lines of direct authority shall be those approved by the Board of School Trustees and shown on the Organizational Chart.

Personnel should be expected to refer matters requiring administrative action to the administrator to whom they are responsible. That administrator should refer such matters to the next higher administrative authority when conditions warrant. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate.

It is expected that the established lines of authority will generally serve most purposes. However, all personnel have the right to appeal any decision made by an administrative officer to the other officers in the Organizational Chart who may have interest and/or concern. It is expected, however, that appeals from decision will be made known to the person having made the decision from whence the appeal is taken.

Lines of Authority are not to restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school services and programs. The established Lines of Authority represent direction of authority and responsibility; when the staff is working together, the lines represent avenues for a two-way flow of ideas to improve the program and operations of the school system.

The School Superintendent shall readily assess whether the purposes of the school system are being accomplished through the Organizational Chart and prepare recommendations for amendment when necessary in order to accomplish the purpose.

Adoption Date: January 17, 1977

Legal Ref:

Cross Ref: