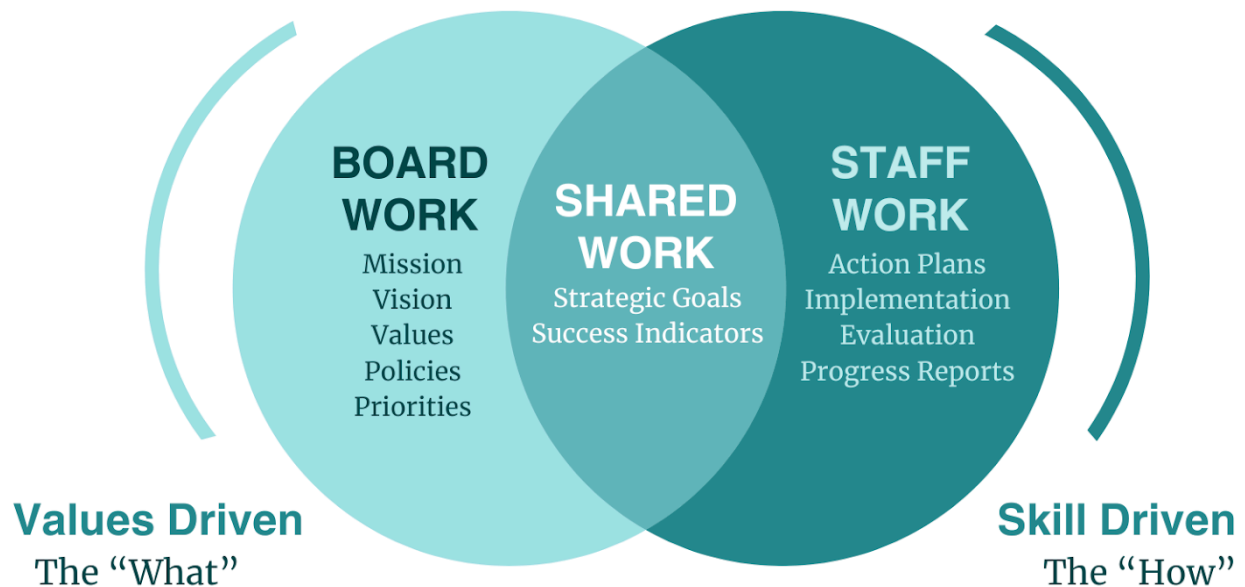


# Las Lomitas Elementary School District

Inclusive. Engaging. Inspiring.

## Roles & Responsibilities: Board and Staff

Key to a healthy working relationship is a shared understanding of and respect for the differences between the board's roles/responsibilities and those of the superintendent.



Role / Responsibility	School Board	Superintendent
General	Governs the district	Manages the district and advises the board
Setting Direction	Approves and monitors the strategic plan	Executes strategic plan and identifies needs
Policy	Reviews and adopts policies	Recommends/creates procedures, and implements policies

Role / Responsibility	School Board	Superintendent
Meetings	Responsible for and manages	Serves as a resource
Budget / Finance	Adopts and monitors	Prepares, administers, and monitors
Curriculum / Instruction	Establishes criteria for, approves, and monitors student success	Directs and evaluates
Personnel	Establishes hiring policies; hires/assesses the superintendent	Interviews, recommends, hires, directs, evaluates, promotes, trains
Collective Bargaining	Provides guidelines, ratifies contracts	Monitors process within guidelines
Facilities / Food Service / Transportation	Develops policy on use of	Implements policy, writes procedures, makes recommendations
Community Relations	Represents the district as a team	Represents the district, directs communications