

ROLES AND RESPONSIBILITIES

With the implementation of AB 394, it is vital that all employees understand their roles and responsibilities in this new organizational structure. These must be clearly delineated so there is not confusion as to where responsibility and accountability reside.

Specific details of the roles and responsibilities of the Superintendent, School Associate Superintendents, principals, and Central Support and Services staff are being developed to ensure clarity. These roles and responsibilities are a work in progress, developed and refined based upon feedback from principals, school supervisors, central office staff, and District leadership.

The tools for supervision and evaluation, including the Nevada Educator Performance Framework (NEPF) and the Non-School Based Administrator Performance Evaluation system remain unchanged. However, the roles and responsibilities should guide the work of individuals to ensure alignment with the Principles of Organization for the District.

ROLES AND RESPONSIBILITIES OF THE SUPERINTENDENT

For the District, in accordance with law, Board policy and regulations, and administrative directives, the Superintendent shall be responsible for:

- A. The implementation and results of all academic and non-academic programs.
- B. The evaluation and reporting of student learning and development.
- C. The impact of school culture on the attitude of students toward self, others, school, and education.
- D. The impact of school culture on the attitude of staff toward the students and parents, other staff, the schools, the District, and its programs.
- E. The impact of school culture on the attitude of the parents and the community toward the schools, the District, and its programs.
- F. The safety and welfare of students while participating in school programs.
- G. The safety and welfare of students on transportation provided by the District.
- H. The selection, assignment, training, performance, professional growth, supervision, evaluation, retention, and discipline of all staff.
- I. The condition of the physical assets including the neatness and cleanliness of the buildings and grounds and the safety, security, and state of maintenance and repair of the buildings, grounds, furnishings, and equipment.
- J. The planning, budgeting, and control of the expenditure of all allocated funds.
- K. The negotiation of contracts with all organized staff groups and the salaries and working conditions of all other District staff.
- L. Additional duties and obligations as assigned by the Board.

ROLES AND RESPONSIBILITIES OF SCHOOL ASSOCIATE SUPERINTENDENTS

For the Superintendency and assigned schools under their supervision in accordance with law, Board policy and regulations, and administrative directives, the School Associate Superintendent shall be responsible for:

- A. The implementation and results of all academic and non-academic programs.
- B. The evaluation and reporting of student learning and development.
- C. The impact of school culture on the attitude of students toward self, others, school, and education.
- D. The impact of school culture on the attitude of staff toward the students and parents, other staff, the schools, the District, and its programs.
- E. The impact of school culture on the attitude of the parents and the community toward the schools, the District, and its programs.
- F. The safety and welfare of students while participating in school programs.
- G. The safety and welfare of students on transportation provided by the District.
- H. The selection, assignment, training, performance, professional growth, supervision, evaluation, retention, and discipline of all staff.
- I. The condition of the physical assets including the neatness and cleanliness of the buildings and grounds and the safety, security, and state of maintenance and repair of the buildings, grounds, furnishings, and equipment, except to the extent that responsibility has been assigned to a department of the District.
- J. The planning, oversight, and control of the expenditure of all allocated funds.
- K. Additional duties and obligations as assigned by the Superintendent.

ROLES AND RESPONSIBILITIES OF PRINCIPALS

For the school, in accordance with law, Board policy and regulations, and administrative directives, the principal shall be responsible for:

- A. The implementation and results of all academic and non-academic programs.
- B. The evaluation and reporting of student learning and development.
- C. The impact of school culture on the attitude of students toward self, others, school, and learning.
- D. The impact of school culture on the attitude of staff toward the students and parents, other staff, the schools, the District, and its programs.
- E. The impact of school culture on the attitude of the parents and the community toward the school, the District, and its programs.
- F. The safety and welfare of students while participating in school programs.
- G. The safety and welfare of students on transportation provided by the District.
- H. The selection, assignment, training, performance, professional growth, supervision, evaluation, retention, and discipline of all staff.
- I. The condition of the physical assets, including the neatness and cleanliness of the buildings and grounds and the safety, security, and state of maintenance and repair of the buildings, grounds, furnishings, and equipment, except to the extent that responsibility has been assigned to a department of the District.
- J. The planning and control of the expenditure of allocated school funds.
- K. Additional duties and obligations as assigned by the School Associate Superintendent.

ROLES AND RESPONSIBILITIES OF CENTRAL SUPPORT AND SERVICES

For departments, divisions, and units providing Central Support and Services, in accordance with law, Board policy and regulations, and administrative directives, the department/division/unit head shall be responsible for:

- A. The implementation and results of all department/division/unit programs.
- B. The evaluation and reporting of outcomes of department/division/unit programs.
- C. The quality of services provided to schools and the District.
- D. The timeliness of services provided to schools and the District.
- E. The quality of oversight, recommendations, and guidance to the Superintendent to comply with law, policy, regulations, and administrative directives.
- F. The impact of department/division/unit culture on the attitude of stakeholders served, including students, staff, parents, and/or the community, toward the department/division/unit, the District, and its programs.
- G. The selection, assignment, training, performance, professional growth, supervision, evaluation, retention, and discipline of all staff.
- H. The condition of physical assets including the neatness and cleanliness of the building and grounds and the safety, security, and state of maintenance and repair of buildings, grounds, furnishings, and equipment, except to the extent that responsibility has been assigned to another department of the District.
- I. The planning and control of the expenditure of allocated funds.
- J. Additional duties and obligations assigned by the Superintendent.