

## CHAPTER 3.00 - SCHOOL ADMINISTRATION

### DISTRICT ORGANIZATION

3.05

- (1) The Superintendent shall propose and the School Board shall approve one or more organizational charts to provide for the administration of the School District and a basic organizational chart for high schools, middle schools, and elementary schools. The Superintendent may approve variations to individual school organizational charts that are intended to meet the unique needs and goals of the school and that are consistent with District staffing formulas. The Superintendent shall also prepare and the School Board shall approve a specific job description for each position on such charts.
- (2) In creating the administrative organization, the Superintendent and Board shall be guided by the principal that the district administration exists to serve students and teachers and to support school based administrators.
- (3) The Superintendent may from time to time delegate to a member of the administrative staff duties assigned to the Superintendent by these Rules or other provisions of law. Provided however, the Superintendent remains responsible for the actions of such designee
- (4) The Superintendent shall specifically name one or more individuals to serve as acting Superintendent in the Superintendent's absence (or the Superintendent's inability to act due to medical or other personal reasons). If more than one individual is named, the Superintendent shall designate the order in which they should act.

**STATUTORY AUTHORITY:** 1001.41; 1001.42, F.S.

**LAWS IMPLEMENTED:** 1001.42, 1001.43, 1012.27 F.S.

**HISTORY:** ADOPTED: 08/18/98  
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