

SECTION: ADMINISTRATIVE  
EMPLOYEES

TITLE: CREATING A POSITION

ADOPTED: March 19, 1998

REVISED:

# COUNCIL ROCK SCHOOL DISTRICT

<p>1. Purpose SC 1001, 1106</p> <p>2. Authority SC 1106</p> <p>3. Guidelines</p> <p>SC 1075, 1142</p> <p>4. Delegation of Responsibility</p>	<p style="text-align: center;">301. CREATING A POSITION</p> <p>Administrative positions shall be established by the Board in order to provide effective management and leadership for the operation of the district.</p> <p>No job classification shall be created or redefined without the approval of the Board, based on the recommendation of the Superintendent.</p> <p>Recommendations for continuing, new or additional administrative positions shall include:</p> <ol style="list-style-type: none"> <li>1. An ADA specific position description clearly outlining the duties for which the positions were created.</li> <li>2. A title that conforms with the appropriate certificate if such certification is required.</li> <li>3. Supporting data and other rationale incidental to the recommendation for such a position.</li> </ol> <p>The initial salary or salary range for new positions shall be determined by the Board at the time of creating such positions, based upon the recommendation of the Superintendent or designee and supporting documentation.</p> <p>In the exercise of its authority to create new positions, the Board shall give primary consideration to the most effective management of the affairs of the district and the special needs of students.</p> <p>The Board expects that the Superintendent shall normally be responsible for recommending new or additional administrative positions. The Board reserves for itself the final determination as to the number and kind of administrative positions deemed necessary for the effective management of the district.</p>
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