

**Policy**

LINE OF RESPONSIBILITY

The River Edge Board of Education shall operate under a unit control system headed by the superintendent.

The authority of the board of education is transmitted through the superintendent along specific paths from person to person as shown in the organization chart of the school district. The lines of authority represent direction of authority and responsibility. The lines are those approved by the board of education and are intended to establish clear understanding on the part of all personnel of the working relationships in the school system.

The specific job responsibilities for each position shall be quantified in the official job description manual. Each job description shall indicate which position title the employee shall report to in the chain of command. The superintendent shall maintain the district job description manual.

Personnel are expected to refer matters requiring administrative action to the administrator to whom they are responsible. Personnel are expected to keep the person to whom they are immediately responsible informed of their activities by appropriate means.

Adopted: November 28, 1990  
Revised: March 22, 1995, May 7, 2003  
NJSBA Review/Update: August 2017  
Readopted: September 27, 2017

Key Words

Unit Control, Dual Control, Line of Authority, Organization Chart

<b><u>Legal References:</u></b>	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:17-5 through -14.3	Secretaries, Assistant Secretaries and School Business Administrators
	<u>N.J.S.A.</u> 18A:17-15 through -23	Superintendents and Assistant Superintendent of Schools
	<u>N.J.S.A.</u> 18A:17-24.1 <u>et seq.</u>	Shared Administrators, Superintendents
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6A:9B-12.3	Authorization
	<u>N.J.A.C.</u> 6A:9B-12.4	School administrator
	<u>N.J.A.C.</u> 6A:9B-12.7	School business administrator
	<u>N.J.A.C.</u> 6A:32-2.1	Definitions (superintendent)

**Possible**

<b><u>Cross References:</u></b>	*1312	Community complaints and inquiries
	2100	Administrative staff organization
	*2131	Superintendent
	*2210	Administrative leeway in absence of board policy
	*3000/3010	Concepts and roles in business and noninstructional operations; goals and objectives
	9123	Appointment of board secretary
	*9313	Formulation, adoption, amendment of administrative regulations

\*Indicates policy is included in the Critical Policy Reference Manual.