

Administration

CENTRAL OFFICE ADMINISTRATION

2132

The Superintendent shall appoint his/her Central Office Administration. The Central Office Administration includes the following positions:

- Deputy Superintendent
- Assistant Superintendent for Human Resources and Leadership Development
- Director of Curriculum, Instruction, and Assessment
- Director of Elementary Education
- Director of Finance
- Director of Operations
- Director of Special Education and Special Programs

The **Deputy Superintendent** shall assist the Superintendent in her/his duties, and shall act as Superintendent during the incapacity of the Superintendent or while s/he is absent for any reason. S/he shall have such other duties, as the Superintendent shall from time to time prescribe.

The **Assistant Superintendent for Human Resources and Leadership Development** shall assist the Superintendent in all areas related to be the administration and supervision of the personnel function in the school system and leadership development. S/he shall have such other duties, as the Superintendent shall from time to time prescribe.

The **Director of Curriculum, Instruction and Assessment** shall assist the Superintendent in all areas of curriculum, instruction and assessment, pre-kindergarten through grade 12, and shall have such other duties as the Superintendent shall from time to time prescribe.

The **Director of Elementary Education** shall assist the Superintendent in all areas related to the elementary school program and shall have such other duties as the Superintendent shall from time to time prescribe.

The **Director of Finance** shall assist the Superintendent in all areas of budget and finance and shall have such other duties as the Superintendent shall from time to time prescribe.

The **Director of Operations** shall assist the Superintendent in all areas of business and non-instructional operations and shall have such other duties as the Superintendent shall from time to time prescribe.

The **Director of Special Education and Special Programs** shall assist the Superintendent to implement and monitor compliance with Public Act 10-76, the Individuals with Disabilities Education Act (IDEA), McKinney-Vento Homeless Assistance Act, Americans with Disabilities Act, and Section 504 of the Rehabilitation Act. S/he will manage due process matters, special education, and student support services and shall have such other duties as the Superintendent shall from time to time prescribe.

Adopted 8/27/2004

Revised and Adopted 3/25/2008