

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: CREATING A POSITION

ADOPTED: February 8, 1993

REVISED:

EAST PENN SCHOOL DISTRICT

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>School Code 652, 1001, 1075, 1106, 1142, 2107</p>	<p style="text-align: center;">301. CREATING A POSITION</p> <p>Administrative positions will be established by the Board in order to provide effective management and leadership for the operation of the district.</p> <p>The Board shall determine the need for the creation of administrative positions in accordance with the following guidelines. The Board shall give primary consideration to the most effective management of the needs of the district and its students. Recommendations for continuing or new administrative positions will include:</p> <ol style="list-style-type: none"> 1. A position description which delineates the major duties and responsibilities of the position. 2. A title which conforms to Pennsylvania Department of Education requirements if the position requires a professional certificate. 3. Supporting data and information, as appropriate. <p>The initial salary or salary range for new positions shall be determined by the Board at the time of approval. The Superintendent shall make salary recommendations to the Board after discussions with "Act 93" representatives, if appropriate.</p> <p>The Superintendent shall be responsible for recommending new or additional administrative positions to the Board. The Board shall make the final determination for the number and kind of administrative positions needed for the effective management of the district.</p> <p>This replaces former policies CA, CG, CGB, CGC</p>
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