

Reviewed: April 23, 2012  
Revised: December 14, 2016  
Revised: April 23, 2018

251

## ORGANIZATION STRUCTURE FOR ADMINISTRATIVE PURPOSES

The Evansville Community School District Board of Education expects the district administrator to establish clear understandings on the part of all personnel of the reporting relationship in the school system.

Lines of direct authority shall be those approved by the Board and shown on district organization charts.

Personnel shall be expected to refer matters requiring administrative action to the administrator to whom they are responsible. That administrator shall refer such matters to the next higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they immediately report to informed of their activities by whatever means the person in charge deems appropriate.

It is expected that the established lines of authority will serve most purposes, but all personnel shall have the right to appeal any decision made by an administrative officer to the next higher administrative authority.

Additionally, the lines of authority do not restrict in any way the cooperative working relationship of all staff members at all levels in order to develop the best possible school programs and services. The established lines of authority represent direction of authority and responsibility; when the staff is working together, the lines represent avenues for a two-way flow of ideas to improve the program and operations of the school system.

Local Ref.: #251 Exhibit – Organizational Structure Chart