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Newport Public Schools

No. 2110

Administration –

Superintendent's Responsibilities

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The Superintendent of Schools is the chief administrative agent and executive officer of Newport Public Schools responsible to the Newport School Committee for the administration of the total school program.

In accordance with the R.I. Gen. Laws § 16-2-11, the Superintendent shall have any duties as are defined in this section and in this title any other duties as may be vested in him or her by law. In addition to the care and supervision of Newport Public Schools and the appointment of employees of the district, it shall be the duty of the superintendent:

- (1) To implement policies established by the school committee;
- (2) To recommend educational plans, policies, and programs to meet the needs of the district;
- (3) To recommend policies governing curriculum, courses of instruction, textbooks, and transportation of students;
- (4) To comply with provisions of federal and state law and local charter provisions and ordinances;
- (5) To have administrative responsibility for the Newport Public Schools;
- (6) To oversee the care, control, and management of school facilities and equipment;
- (7) To appoint all school department personnel with the consent of the school committee;
- (8) To administer the personnel function of the school department consistent with personnel standards, policies, and the table of organization established by the school committee;
- (9) To provide for the evaluation of department personnel;
- (10) To prepare a school budget for consideration by the school committee;
- (11) To authorize purchases consistent with the adopted school budget, policies and directives of the school committee, and applicable municipal policies, ordinances, and charter provisions;
- (12) To be responsible for keeping the records of the Newport Public Schools.

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- (13) To report to the school committee on a regular basis the financial condition of the Newport Public Schools;
- (14) To be responsible for discipline in the Newport Public Schools;
- (15) To evaluate all schools within the school system and to report to the school committee the conformity with regulations of the board of regents and the policies, programs, and directives of the school committee.
- (16) To report to the school committee on the operation of the Newport Public Schools, including an annual report on the district's progress.

(b) Nothing in this section shall be deemed to limit or interfere with the rights of teachers and other school employees to collectively bargain pursuant to chapters 9.3 and 9.4 of title 28, or to allow any school superintendent to abrogate any agreement reached by collective bargaining.

(c) If at any time during the fiscal year the superintendent of schools determines, or is notified by the city or town chief charter officer or treasurer, that the estimated school expenses may exceed all revenue appropriated by the state or city or town or otherwise for public schools in the city or town, the superintendent of schools shall recommend to the school committee and shall, in order to provide for continuous regular public school operations consistent with the requirements of § 16-2-2 without regard to financial conditions, subsequently report to the city or town treasurer and chief charter officer what action will be taken to prevent an excess of expenditures, encumbrances, and accruals over revenues for public schools in the city or town.

Many of the duties involved in the carrying out of his or her tasks shall be delegated to Central Office staff to carry out the established policies in the various departments and schools of the system. Under his or her direction, members of this staff shall be free to develop, administer, and make decisions in administering the educational program of their respective divisions. If the Superintendent is to be given time for creative leadership so essential in the city school system, such delegation of duties is imperative.

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Whenever Newport Public School policies refer to the Superintendent's authority or responsibility it shall be deemed to include any ad hoc or permanent designee of the Superintendent. **Reference**

RI Gen. Laws § 16-2-11

History: BFE (also CHD), 10/9/61; CBA, 10/9/61, 1978, 9/19/95; CCB, 10/9/61, 10/10/95; CGC-R, 11/78;

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