

ADMINISTRATION

A. Generally

The superintendent of schools serves as the chief administrative officer of the Lynchburg City Schools. In accordance with this responsibility, he shall perform those duties required by the State Board of Education and the Lynchburg City School Board. The superintendent of schools will provide leadership and direct the management of the school division in accordance with policies adopted by the Lynchburg staff, students, parents and community, area school divisions and colleges, the Virginia State Department of Education, and other appropriate municipal, state, and federal agencies.

B. Performance Responsibilities

The superintendent's performance responsibilities shall be enumerated in a job description for the position.

Legal Reference:

Code of Va., § 22.1-68. Records. "Each division superintendent shall ensure that an accurate record of all receipts and disbursements of school funds and all statistical information which may be required by the State Board is kept." (1980)

Code of Va., § 22.1-69. Superintendent to attend meetings. "The division superintendent or, in his absence or inability to attend, a person designated by him and approved by the school board shall be present at all meetings of the school board except that on affirmative vote of a majority of the members of the school board, attendance of the division superintendent or his designee may be dispensed with at a special meeting of the school board. If matters pertaining to the division superintendent personally are under discussion at any such meeting, he shall remain subject to the call of the school board." (1980)

Code of Va., § 22.1-70. Powers and duties of Superintendent.

"A division superintendent shall perform such other duties as may be prescribed by law, by the school board and by the State Board."

Adopted by School Board: June 5, 1973

Revised by School Board: November 27, 1974

Revised by School Board: December 17, 1974