

## CHAPTER 3.00 - SCHOOL ADMINISTRATION

### ASSIGNMENT OF ADMINISTRATORS

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- I. The Superintendent shall assign and make known, through administrative channels, the duties and hours of the different classes of employees.
- II. Administrators shall be assigned to the various positions which the Superintendent and School Board deem necessary for a good school program. These staff members shall be recommended by the Superintendent and appointed by the School Board as provided by law and these regulations.
  - A. New administrative positions shall not be staffed until the School Board has evaluated the necessity for the position.
  - B. All candidates for administrative positions and assistant administrative positions in the Putnam County Schools will go through the Human Resource Management Development Principal Selection Process. Final candidates will be interviewed by the Superintendent or persons designated by the Superintendent. In case of an assistant administrator, the administrator involved will be included in one phase of the process. However, all recommendations for appointment will be made by the Superintendent.

**STATUTORY AUTHORITY:**

**LAW(S) IMPLEMENTED:**

**HISTORY:**

**230.22(2), F.S.**

**230.23(5), F.S.**

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