

**CENTER MORICHES UNION FREE SCHOOL DISTRICT  
BOARD OF EDUCATION POLICY**

**LINE AND STAFF RELATIONS**

The Board directs the Superintendent to establish clear understanding on the part of all personnel of the working relationships in the Center Moriches School District.

Lines of direct authority shall be those approved by the Board of Education and shown on the organization chart (chain of command).

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. Additionally, all personnel are expected to keep the person to whom they are immediately responsible 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 through grievance procedures established through Board policy and contract.

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

First Reading: 11/03/10

Second Reading: 11/17/10

Adopted: 12/01/10