

SCHOOL BOARD COMMUNICATIONS WITH STAFF		File: BHC
Section: B School Board Governance & Operations	Adopted: 04/10/97 Revised: 01/29/14	Last Revised: 11/08/18

A clear understanding of responsibilities and relationships between and among the Maine Educational Center for the Deaf and Hard of Hearing and the Governor Baxter School for the Deaf Board and school personnel is essential for a smoothly running and efficient school system. It should be remembered that the Board, school administrators, teachers and all others responsible for any phase of the work of the school have a common and basic responsibility—the welfare of the children in the schools. This responsibility must guide all of the Board’s considerations and decisions.

Board and Executive Director

The relationship of the Board and the Executive Director can best be described as one of teamwork. They must function cooperatively as some of their functions are not readily separable. However, the primary functions are separable and should be clearly understood by each. The Board is the legislative body of the school unit. It exercises its mandated management of the schools through the formation of policies.

The Executive Director is the executive officer of the Board and the chief administrative officer. The Board recognizes this and wishes to make this clear to all staff members and to all citizens.

All communications or reports to the Board, or to any committee of the Board, from the Director of Mainstream and Deaf Education Programs, supervisors, teachers, or other employees shall be submitted through the Executive Director.

Board and Director of Mainstream and Deaf Education Programs

The Director of Mainstream and Deaf Education Programs has no direct administrative relations with the Board. Their relations to the Board are through the Executive Director, for the Board recognizes that the Executive Director is the person to whom it must look for professional leadership within the schools. A spirit of cooperation and mutual helpfulness must prevail between the Executive Director and the Director of Mainstream and Deaf Education Programs if the best results are to be realized. For instance, the Director of Mainstream and Deaf Education Programs and the Executive Director must cooperate in the selection of school staff because the Director of Mainstream and Deaf Education Programs is in the best position to know the kind of person needed for a particular type of service in the school. However, the Director of Mainstream and Deaf Education Programs must make recommendations to the Executive Director and not to the Board. At all times the Director of Mainstream and Deaf Education Programs must remember that all matters which require Board action must be presented to the Board by the Executive Director.

Board and Teachers

The relationship of the teacher to the Board is indirect. The teacher is directly responsible to the Director of Mainstream and Deaf Education Programs and through them to the Executive Director, and then to the Board. However, this does not mean that the teacher does not have access to the Executive Director or to the Board. Conditions may arise when direct access may be obtained through channels established for grievances.