

**SEVEN HILLS CLASSICAL ACADEMY
MANUAL OF SCHOOL POLICIES APPROVED BY THE BOARD**

POLICY 302: EXECUTIVE DIRECTOR

I. PURPOSE

The purpose of this policy is to recognize the importance of the role of the executive director and the overall responsibility of that position within the school.

II. GENERAL STATEMENT OF POLICY

The school board shall employ an executive director who shall serve as an ex-officio, nonvoting member of the school board and as chief executive officer of the school system.

III. GENERAL RESPONSIBILITIES

- A. The executive director is responsible for the management of the school, the administration of all school policies, and is directly accountable to the school board.
- B. The executive director may delegate responsibilities to other school personnel, but shall continue to be accountable for actions taken under such delegation.
- C. Where responsibilities are not specifically prescribed, nor school board policy applicable, the executive director shall use personal and professional judgment, subject to review by the school board.

ADOPTED BY THE BOARD ON: December, 2006

REVISED BY THE BOARD ON: February, 2008