

1 The Transylvania County Board of Education (the “board”) recognizes the importance of an
2 effective working relationship between the board and superintendent. The board further
3 recognizes the distinct and separate areas of responsibility of the board and superintendent of the
4 school system. The superintendent is responsible for the administration of the system of schools
5 consistent with the board’s policies.

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7 To maintain a cohesive relationship between the board and the school system, the superintendent
8 shall serve as secretary of the board and assist any board committees. The superintendent shall
9 keep the board informed of the operation of the system. The superintendent shall make
10 recommendations to the board as required by law and board policy and as otherwise determined
11 appropriate by the superintendent. The superintendent also shall assist the board in making
12 sound decisions and meeting the requirements of law by providing information and advice
13 regarding all matters that require board action **or that must by law be reported by the**
14 **superintendent to the board.**

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16 When acting in his or her official capacity, the superintendent shall provide the board with notice
17 in advance if he or she is called upon to speak before the General Assembly, the State Board of
18 Education, the Board of County Commissioners, or other governmental entities on legislation,
19 policy, or political issues of concern to the board. In addition, the superintendent shall keep the
20 board informed when he or she has been asked to comment upon proposed or pending state
21 legislation or policy.

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23 Legal References: G.S. 115C-36, -47, -276

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25 Cross References: Board Authority and Duties (policy 1010), Duties of Officers (policy 2210),
26 Official School Spokesperson (policy 2220)

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28 Adopted: October 19, 2015

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30 Revised: November 21, 2016; **[DATE]**