

**TERRELL COUNTY BOARD POLICY**  
**Superintendent Duties**

**Descriptive Code: CEB**  
**Date: 5/10/2010**  
**Rescinds Code: CEB**  
**Date: 3/1986**

Function and Duties– The Terrell County School Superintendent shall carry out the duties of county Superintendents of schools under the laws of Georgia. Specifically, the Superintendent is charged with the responsibility:

1. To carry out the policies of the Board of Education.
2. To recommend the employment and assignment of personnel to the Board of Education and maintain supervision over all schools and personnel. In the case of a vacancy of a building principal, the superintendent shall solicit input as he/she deems appropriate from an affected school council before beginning interviews in order to receive input regarding attributes deemed appropriate in a building principal.
3. To make recommendations concerning budgetary practices and procedures and direct the expenditure of Board funds according to the adopted budget.
4. To maintain proper accounting of funds.
5. To give general supervision in the development of curriculum, plan maintenance and operation procedures, and the system of school transportation.
6. To keep the Board fully informed concerning conditions and needs in the school system and work with the Board in the solution of problems and developing plans of action.
7. To keep abreast of educational trends and developments and make recommendations to the Board concerning changes in policies or the establishment of new policies.