

DISTRICT ADMINISTRATIVE PRIORITIES  
1995-96-97

The major goal of the administration will be to insure smooth effective and efficient day by day operation of the school district. Following are priorities the administration will work with throughout the years:

1. Continue to update Burlington School District RE-6J Policy Manual, revision of current Policies and development of additional Administrative Regulations.
2. Articulate the adopted scope and sequences with the development of standards and assessments in all curricular areas.
3. Continue to work on improving communication with the public, and strive especially hard to improve communication to and from staff. Continue to improve communication with the Board by making every attempt to send out an update on weekly happenings, and a packet of information well in advance of meetings.
4. Work closely with the District Accountability Committee as District Liaison, and work with each Principal in their development and implementation of the Building Accountability goals with emphasis on dropout prevention, improving attendance, increasing graduation rate, and improvement of achievement test results.
5. Work with building principals in developing job descriptions, and evaluations for all non-certified positions, and help create activity fund budgets. The activity fund budgets will be presented to the Board of Education twice a year.
6. Continue the analysis of scope and sequence of a curriculum as it relates to assessment.
7. Continue to develop long range facility improvement planning, and planning for a District Office Building.
8. Continue various curriculum reports to the Board of our status and progress in a curriculum development and general overview of the area.

ADOPTION DATE: March 20, 1996