

CEB Superintendent Duties

10/25/12

The Cobb County Board of Education (Board) directs the Superintendent to establish conditions and climates to ensure that all practices, activities and decisions of the organization are lawful, safe, prudent, moral, and in accordance with commonly accepted business and professional ethics.

Further, the Board expects the Superintendent to establish conditions which protect Cobb County School District (District) assets (corporate and goodwill) consistent with best business practices. Additionally, a Board core value is a belief that good and open communication with its community is an asset to be protected.

Without limiting the above, the Superintendent shall establish procedures to provide that:

1. Information is accurately, effectively and clearly disseminated.
2. When false or misleading information about the District is disseminated, correct information is disseminated as soon as possible.
3. Only bonded personnel are allowed access to material amounts of funds.
4. Facilities and equipment are properly and sufficiently maintained.
5. The organization, its Board and staff are adequately protected from claims of liability arising from actions that are in their prescribed and legal scope of responsibilities.
6. Purchases are consistent with the purchasing principles of:
 - a. Acceptable quality at the lowest price that meet the requirements of the Request for Proposal (RFP), Bid or Quote; and
 - b. Transparency in use of public funds, and protection against any conflict of interest.
7. Intellectual property, information, and files be protected from loss or significant damage.
8. Access to funds received, processed, and disbursed is protected under controls that are sufficient to meet the Board-appointed auditor's expectations and recommendations.
9. Independence of the Board's audit or other external monitoring is not compromised.
10. There is an annual review and report given to the Board as to the status of the Indemnification and Protection for School Personnel Self-Insurance Fund.
11. The District's credibility and its ability to accomplish its goals are protected.

Adopted: 5/9/07

Revised: 1/24/08

Revised and re-coded: 10/25/12 (Previously coded as Board Policies SD-1 and SD-8)

Legal Reference

O.C.G.A. 20-02-0061	Fundamental roles of local boards of education and local school superintendents
O.C.G.A. 20-02-0104	Superintendent's bonds.
O.C.G.A. 20-02-0109	Duties of superintendents
O.C.G.A. 20-02-0057	Organization of LBOEs; chairperson and secretary; quorum; record of proceedings
O.C.G.A. 45-04-0022	Performance of official act by public officer before bond approved and filed
O.C.G.A. 45-04-0024	Bond obligations of principal and surety; conditions required for cause of action on bond
Ga. Constitution Art. 8, Sec. 5, Par. 3	