

# NORTHERN WESTMORELAND CAREER AND TECHNOLOGY CENTER

SECTION: ADMINISTRATIVE  
EMPLOYEES  
TITLE: MANAGEMENT TEAM  
ADOPTED: October 20, 2011  
REVISED:

	<p style="text-align: center;">327. MANAGEMENT TEAM</p> <p>1. Purpose The Joint Operating Committee recognizes the importance of maintaining an effective Management Team to strengthen the administration and vocational technical programs of the center, and to establish and improve communications, decision-making, conflict resolution, and other relationships among the members of the Team.</p> <p>2. Authority SC 1850.1 While the Management Team concept places emphasis upon shared responsibility and authority, nothing in this policy is intended to limit the responsibility and authority of the Joint Operating Committee ultimately to make decisions, as prescribed by law.</p> <p>3. Definitions Management Team Concept - is a means whereby educational policies and administrative procedures that define the center's programs and operations are arrived at through shared responsibility and authority.</p> <p>Management Team - is composed of the Administrative Director and administrative, supervisory, and administrative support personnel who have significant responsibilities for:</p> <ol style="list-style-type: none"> <li>1. Formulating the center's policies or administering school programs.</li> <li>2. Recommending employment, transfer, suspension, discharge, layoff, recall, promotion, assignment, compensation, or discipline of employees.</li> <li>3. Directing and supervising other employees.</li> <li>4. Evaluating employees.</li> <li>5. Adjusting complaints.</li> </ol> <p>Management Employees - refers to those members of the Management Team.</p>
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<p>4. Guidelines</p>	<p>The objectives of the center's Management Team are:</p> <ol style="list-style-type: none"><li>1. To provide input into policies and rules that directly affect management employees in the administration of the center.</li><li>2. To provide a means of addressing the economic and welfare concerns of management employees.</li></ol>
<p>5. Delegation of Responsibility</p>	<p>The Administrative Director shall prepare administrative guidelines for the operation of the Management Team. Such guidelines shall provide that:</p> <ol style="list-style-type: none"><li>1. Management Team meetings will include representatives reflective of all management employee positions and all management employees on occasion.</li><li>2. The Management Team shall address itself to appropriate concerns mutually identified by a consensus of the members of the Team.</li><li>3. Concerns of the Management Team will include but not be limited to the center's budget, the center's curriculum, personnel management, and the welfare of management employees.</li><li>4. The Management Team will meet on a regular basis and on call with the Joint Operating Committee or its representatives.</li><li>5. Actions of all members of the Management Team shall be consistent with professional and ethical standards adopted by professional management associations.</li></ol>