

# Hamblen County Board of Education

|   |   |                                  |                                 |
|---|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in February</b> | Descriptor Term:<br><b>Line and Staff Relations</b> | Descriptor Code:<br><b>5.101</b> | Issued Date:<br><b>04/25/13</b> |
|   |   | Rescinds:                        | Issued:                         |

1 The director of schools shall establish lines of authority which shall be approved by the Board and shown  
2 on the system organization chart.

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4 All personnel are expected to keep the person to whom they are immediately responsible informed of  
5 their activities and shall refer matters requiring administrative action to the administrator to whom they  
6 are responsible. That administrator shall refer such matters to the next higher administrative authority  
7 when necessary.

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9 All personnel shall have the right to appeal any decision made by an administrative officer through  
10 grievance procedures established through board policy.

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12 Lines of authority do not restrict the cooperative, sensible working together of all staff members at all  
13 levels. The established lines of authority represent direction of authority and responsibility and avenues  
14 for a two-way flow of ideas to improve the program and operations of the school system.

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Cross References:  
  
Assignment/Transfer 5.115  
Complaints and Grievances 5.501