

Dyer County Board of Education

Descriptor Term:

Supervision of Support Personnel

Descriptor Code:

GCH

Board Approved:

2/11/2020

Rescinds:

Board Approved:

1 Support personnel shall be supervised by the immediate supervisor.

2
3 The immediate supervisor has the responsibility of assigning specific duties and for giving guidance to
4 the employee for the satisfactory performance of those duties as follows:

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6 1. The school principal is the immediate supervisor of cafeteria personnel, school secretaries,
7 instructional assistants and custodians. (all local school personnel).
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9 2. The transportation supervisor is the immediate supervisor of all bus personnel.
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11 3. Maintenance personnel are under the immediate supervision of the maintenance supervisor.
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13 4. Central office staff is under the immediate supervision of the superintendent.
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15 The immediate supervisor is responsible for informing all employees in their administrative unit of all
16 policies, laws and regulations governing their duties.
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