

Included are services which provide administrative, technical, and logistical support to facilitate and enhance instruction. Supporting services exist to sustain and enhance instruction, rather than as entities within themselves. Included are salaries and wages, contracted services, supplies and materials, other charges, and equipment.

A. Office of the principal

Activities concerned with directly managing the operation of a particular school or schools. Included are the activities performed by the principal, assistant principals, and other assistants in general supervision of all operations of the school; evaluation of the staff members of the schools; assignment of duties to staff members; supervision and maintenance of the school records; and coordination of school instructional activities with instructional activities of the local education agency clerical staff are included.

B. Instructional supervisors

Salaries and wages and activities of those persons who work directly and regularly with teachers in a supervisory and advisory capacity to enhance instruction of students.

4. Category 4 -- "Administrative services"

Included are salaries and wages of administrators, central office staff, contracted services, supplies and materials, other charges, and equipment.

A. General administration

Activities concerned with establishing and administering policy in connection with operating the local education agency. Included are all other administrative personnel not included in category 2, including curriculum supervisors.

i. Board of education services

Service area direction

Board secretary services

Board treasurer services

Election services

Legal services

Audit services

Other board of education services