

The following should be recognized as the chain of command for any unit:

1. The principal on the unit where you work is your immediate step up in the administrative command. Any problems the principal cannot solve, will be referred to the regional administrator. All matters involving attendance accounting, employee requests, payroll relations with TDCJ personnel, class scheduling, curriculum, and the flow of supplies are the concern of the principal and the regional administrator.
2. Personnel from the Central Office; including career & technology, library, instructional services, continuing education, or special education, function strictly in a supervisory capacity, not an administrative one. Supervisors, counselors, librarians, psychologists, diagnosticians, etc. assigned to specific units and not working out of the central office, work under the direction of their unit principal.