

ADMINISTRATION

6400

Principals

Principals are the chief administrators of their assigned schools. The primary responsibility of Principals is to supervise the operation and management of their assigned schools and shall be under the direct supervision of the Superintendent. The majority of the Principals' time shall be spent on curriculum and staff development through formal and informal activities, establishing clear lines of communication regarding the school rules, accomplishments, practices, and policies with parents and teachers. Principals are responsible for management of their staff, maintenance of the facility and equipment, administration of the educational program, control of the students attending the school, management of the school's budget, and communication between the school and the community. Principals will be evaluated on their instructional leadership ability and their ability to maintain a positive education and learning environment.

The evaluation of principals will be conducted by the Superintendent and/or his/her designee. The evaluation will be continuous throughout the principal's contract year but the formal evaluation form and conference will be completed by February, unless the administrator is on a multi-year contract, and not in the final year. In which case, the formal evaluation will be prior to the June board meeting. Recommendations regarding the principal's contract for the following year will be submitted to the Board of Trustees in February or June of each year, depending on contract status..

Legal Reference: I.C. § 33-513 Professional personnel

Policy History:

Adopted on: August 13, 2007

Revised on:

Prior Policy: VII(E) – Principals