

SUPERINTENDENT'S REGULATION 5-8.5 (A)**PLANNING AND MANAGEMENT
OBJECTIVES- S.O.Q**

In accordance with Poquoson City School Board Policy 5-8.5, the principal shall be responsible for discharging the following major duties:

1. The principal shall involve the community and his/her staff in their preparation and implementation of an annual school plan, which shall be consistent with the division-wide plan and which shall be approved by the division superintendent.
2. The principal shall develop a school handbook of policies and procedures which are in compliance with and which implement School Board policies and regulations.
3. The principal shall coordinate the services of all persons who work in the school to provide a healthy, stimulating school environment and an efficient and effective operation.
4. The principal shall assign pupils to classes, programs and activities that are designed to promote maximum learning. All pupils whose achievement is below a level commensurate with their scholastic aptitude should be diagnosed for learning disabilities and appropriate instruction should be prescribed.
5. The principal shall ensure that instructional materials and equipment are used to provide learning experiences that are compatible with the educational needs of pupils.
6. The principal and his/her staff shall establish methods of evaluating the progress of individual students and the effectiveness of the instructional program in each classroom and in the school as a whole.
7. The principal shall provide direct instructional supervision and assistance to teachers to help them meet the objectives for classroom planning and management and shall utilize available supervisory and other consultant personnel as needed to assure an effective instructional program in the school.
8. The principal and his/her staff shall provide for the cooperative evaluation of the teachers and other employees in his/her school. The evaluation of teachers shall be based on the objectives for classroom planning and management, School Board policies and regulations, and all applicable law.