

Feaster Charter School Roles & Responsibilities

Executive Director	Principals:	Associate Principal/ Dean of Students
• Manage and oversee all school operations including facilities, budget, & curriculum and instruction • Facilitate the development, articulation, implementation and stewardship of an organizational vision that is shared and supported by the school community • Select, coach, monitor and supervise and evaluate the effectiveness of principals and associate principal • Work with the principals and associate principal in the daily tasks of leading Feaster Charter School • Work with administration and support staff in branding Feaster Charter School as an organization that promotes a unique and enriching and innovative educational opportunity for students beyond that of a traditional school • Manage and serve as Secretary of the Charter Board; collaborate regularly with the chair to develop agendas, minutes and supporting documents each month. • Respond to parent and staff complaints and disciplinary procedures that elevate in the universal complaint procedure beyond the principals. • Respond to and handle discipline for students. • Serve as the Title IX Officer / Discrimination Equity Compliance Officer • School Site Safety Supervisor in compliance with the Injury Illness Prevention Program • Understand, respond to and influence the larger political, social, economic, legal and cultural context of the charter movement • Establish community partnerships that promote and support students to meet performance and content expectations and graduate ready for college and career. • Align fiscal and human resources and manage policies and contractual agreements that build a productive learning environment.	• Maintain integrity of the purpose and core values while upholding the VAPA, STEM and STEAM programs. • Promote a culture in which staffs engage in individual and collective professional learning that results in their continuous improvement and high performance. • Guide and support the implementation of standards-based curriculum, instruction, and assessments that address student expectations and outcomes. • Develop and use assessment and accountability systems to monitor, improve, and extend educator practice, program outcomes, and student learning. • Meaningfully involve all parents and families, including underrepresented communities, in student learning and support programs. • Facilitate safe, fair, and respectful environments that meet the intellectual, linguistic, cultural, social-emotional, and physical needs of each learner. • Use their understanding of social, cultural, economic, legal, and political contexts to shape policies that lead to all students graduating ready for college and career. • Work with coaches to support and provide feedback to teachers based on evaluative goals • Utilize a cognitive coaching model to push teachers thinking • Respond to and handles discipline for students. • Respond to and handle personnel issues from certificated and classified staff members. • Enforce professional behavior • Respond to parent complaints	• Maintain integrity of the purpose and core values while upholding the VAPA, STEM and STEAM programs. • Promote a culture in which staffs engage in individual and collective professional learning that results in their continuous improvement and high performance. • Provide instructional coaching support to the middle school team and attend their collaboration meetings. • Work with counselors to provide academic counseling for Middle School students • Parent outreach to focus on specific topics or strategies, which include ELAC and PTO • Organize Mindlabs department (schedules, after school clubs) and co-evaluate teachers with principals • Provide support to principals and co-evaluate teachers as needed • Utilize a cognitive coaching model to push teachers thinking • Respond to and handle discipline for students. • Work with the Executive Director for the evaluation of classified employees. • Use their understanding of social, cultural, economic, legal, and political contexts to shape policies that lead to all students graduating ready for college and career. • Participates in the development and writing of the LCAP and addendums • Participates in the development and writing of the Safe School Plan

● Actively structure and participate in opportunities that develop greater public understanding of the education policy environment. ● Represent the interest of Feaster Charter School as necessary at the district, county, state and national level ● Model a personal code of ethics and develop professional leadership capacity amongst staff ● Continue to ensure that Feaster Charter School remains innovative in instructional practices, programs and opportunities for students ● Participates in the development and writing of the LCAP and addendums ● Participates in the development and writing of the Safe School Plan	● Evaluate teachers and coaches ● Support instructional coaches curricular decisions ● Participates in the development and writing of the LCAP and addendums ● Participates in the development and writing of the Safe School Plan	
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