

ADMINISTRATION

Principals

In conformance with state law, rules and regulations, principals shall be responsible for:

- A. Implementing the district's prescribed curriculum and enforcing the procedures of the district, the state superintendent of public instruction and the state board of education, taking into due consideration individual differences among students, and maintaining and rendering appropriate records and reports.
- B. Maintaining good order and discipline in school buildings and on playgrounds and surrounding grounds at all times.
- C. Holding students accountable for any disorderly conduct in school.
- D. Expecting regular daily attendance from students, consistent with state laws and district policy.
- E. Giving careful attention to the maintenance of a safe and healthful atmosphere in the classroom, hallways, playground, and surrounding grounds.
- F. Giving careful attention to the safety of the students and reporting promptly any questionable or unsafe conditions. In the event of an accident, reports should be filed with the business office, and other appropriate measures should be taken with parents and the proper authorities.
- G. Providing for the evaluation of each student's educational growth and development and making periodic reports to parents and other administrators.
- H. Supervising and evaluating all staff which are assigned to the building.
- I. Making recommendations to the superintendent regarding appointment, assignment, promotion, transfer, probation or dismissal of all staff assigned to their attendance area.
- J. Submitting recommendations to the superintendent regarding the fiscal needs required to maintain and improve the instructional program for their attendance area.
- K. Ensuring that the provisions of the collective bargaining agreement are followed.
- L. Maintaining effective communications with student, parents and staff.
- M. Monitoring the expenditure of all district and ASB funds.
- N. Maintaining the equipment, facilities and grounds of the school plant.
- O. Maintaining open communication with parents to ensure parent participation at their schools.

Failure to carry out such requirements as set forth above shall constitute sufficient cause for discharge.

Adoption Date: February 27, 1996