

## **Shoshone Joint School District No. 312**

### **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.

Formal evaluation shall be made by the Superintendent using evaluation procedures developed by the Superintendent and using current state law and regulations. Evaluation shall take place annually. Evaluations will be made in writing and given to each administrator.

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

#### Policy History:

Adopted on: June 10, 2008

Revised on: September 9, 2014

Reviewed in: September 2014