

SCHOOL ADMINISTRATION

Building Principals

Building principals are the chief administrators of their assigned schools. The primary responsibility of building principals is the development and improvement of instruction. A majority of the principal's time shall be spent on curriculum and staff development through formal and informal activities, establishing clear lines of communication regarding school goals, accomplishments, practices, and policies with parents and teachers. Building 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, communication between the school and the community, and reporting criminal offenses. Principals will be evaluated on their instructional leadership abilities and their abilities to maintain positive education and learning environments.

Each principal shall be evaluated by the Superintendent at least once annually. Such evaluation shall be based on the job description, accomplishment of annual goals and performance objectives, and established evaluative criteria. The principal shall sign a copy of the evaluation document and shall be given a copy of the document for his or her records. The principal shall also have the right to attach a written statement to the evaluation within 15 business days following the conference.

Legal References: § 20-4-403, MCA Powers and duties of principal

Cross References:

Policy History:

Adopted on:

Revised on: April 2009