

SCHOOL ADMINISTRATIVE UNIT 79

CFA

INDIVIDUAL SCHOOL ADMINISTRATIVE PERSONNEL

Principal

Appointment

The Principal shall be elected by the School Board following nomination by the Superintendent. Should the School Board fail to accept the nomination of the Superintendent, the Superintendent will be directed to present another name in nomination.

Candidates for position of principal will file a formal, written application with the Superintendent of Schools. All applications will be screened by the Superintendent and a number will be selected for interview by a subcommittee established by the Superintendent.

All applications will be available to the School Board for their review and additional candidates selected by them for interview will be included in the interview process.

It will be the policy of the Superintendent and School Board to promote candidates when such a promotion is in the best interests of the school. All such candidates must meet requirements as established by the Superintendent and School Board.

Functions

The Principal shall act as the chief administrative officer for her/his school building and grounds. She/He shall be responsible for and shall have authority over the actions of students, professional and non-professional employees, visitors, volunteers, and persons hired to perform special tasks. She/He shall perform the Powers and Duties of Principals prescribed by the State Board of Education regulations.

The Principal shall keep the Superintendent informed of activities in her/his building by whatever means the Superintendent deems appropriate.

The Principal will file a monthly written report, on a date designated by the Superintendent, to the School Board.

The Principal shall attend School Board meetings if requested by the Superintendent or the School Board.

PART Ed 304 DUTIES OF SCHOOL PRINCIPALS

Statutory Authority: RSA 186:8

Ed 304.01 Substantive Duties

- a. The school principal shall be responsible for the internal organizational structure of the school, the programs of the school, the governance of the student body, the utilization of technology and the utilization of the plant in accordance with School Board policy and/or as directed by the Superintendent of Schools.
- b. The school principal shall evaluate and make recommendations to the Superintendent concerning candidates for professional and non-professional positions in accordance with School Board policy or as directed by the Superintendent of Schools.
- c. The school principal shall assign, direct, and evaluate all personnel employed within the school administrative unit in accordance with School Board policy, administrative regulations, and as directed by the Superintendent of Schools.
- d. The school principal shall perform any other duties assigned by the Superintendent of Schools in accordance with School Board policy, state statutes and regulations of the State Board of Education.

Statutory Reference:

RSA 186:8

Approved: September 27, 1999

Revised: March 10, 2003

Reviewed: January 25, 2010