ADMINISTRATION

Series 300

POLICY TITLE ADMINISTRATOR DUTIES No. 303.5

Subject to the policies of the Board of Directors and to the directives issued by the Superintendent, the principal shall have charge of building and grounds, all pupils, teachers, operating personnel and all activities carried on in the building(s) assigned. The principal's responsibility includes discipline measures, student records, teacher evaluation and supervision, faculty meetings, monitor and promote student achievement, staff professional development, establishing building schedules and/or duties necessary to maintain the excellence of the building.

The responsibilities of the building principal shall be enumerated more specifically in a job description which, however, shall not act to limit the broad authority and responsibilities of the office.

Legal Reference: Iowa Code §§ 279.8, .21, .23A.
281 I.A.C. 12.4(5), .4(6), .4(7).

Cross Reference: 301 Administrative Structure
303 Administrative Employees

Date Approved: July 13, 1998
Last Date Reviewed: June 8, 2020
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