

SECTION 100 – DISTRICT ORGANIZATION AND ADMINISTRATION

PRINCIPALS

POLICY 104

ARTICLE 1 PRINCIPAL - POSITION DESCRIPTION

- A. The Board may employ, through written contract, public school principals who shall hold valid supervisory or administrative certificates or licenses, and who shall supervise the operation and management of the school, and such property as the Board shall determine necessary.
- B. The Principal shall assume the administrative responsibility and instructional leadership, under the supervision of the Superintendent, and in accordance with the policies of the Board of Education, for the planning, management, operation, and evaluation of the educational program of the schools to which she/he is assigned.
- C. The Principal shall submit recommendations to the Superintendent regarding the appointment, assignment, promotion, transfer and dismissal of all personnel assigned to the school under her/his supervision.
- D. The Principal shall perform such other duties as may be assigned by the Superintendent pursuant to the policies of the Board of Education.
- E. The Principal or the Principal's designee shall communicate discipline information concerning any student enrolled in the school to any teacher who has direct contact with the student in the classroom and to any counselor who has direct contact with the student.

ARTICLE 2 PRINCIPALS' EVALUATIONS

- A. Each Principal shall be evaluated at least once each year by the Superintendent. Such evaluation shall address the Principal's fulfillment of responsibilities as defined in Article 1 of this policy.

C.R.S. 22-32-126 Principal's Employment and Authority
C.R.S. 22-60.5-111 Authorization Types
C.R.S. 22-60.5-301 Principal Licenses

Adopted: 12/13/00