

The board will employ building principals to assist in the daily operations of the school district. Principals are the chief administrator at each school whose primary responsibility is to supervise the operation and management their assigned school. They shall be under the direct supervision of the superintendent. Principals are responsible for and have authority over management of their staff, maintenance of their assigned school, administration of the educational program, control of students attending the school, management of the school's budget and communication between the school and the community, all in accordance with district policy and applicable law.

QUALIFICATIONS, RECRUITMENT AND APPOINTMENT

The superintendent or designee will consider applicants who meet or exceed standards as may be established by the State Department of Education (SDE) and the qualifications established in the job description for the position. In employing a principal, the district will consider the qualifications, credentials and records of the applicants without regard to race, color, creed, religion, sex, national origin, age, sexual orientation, gender identity or disability. The board shall also consider the veteran status of an applicant in accordance with applicable law. Each principal will be properly certified and endorsed for the position. The training, experience, skill and demonstrated competence of qualified applicants will be considered in making principal appointments. The superintendent may also consider the district's educational philosophy, financial condition, organizational structure, education programs and other factors deemed relevant. The superintendent may make a recommendation to the board for filling vacant principal positions.

CONTRACTS

Principals employed by the board may be issued one (1) year or two (2) year contracts on the contract form approved by the State Superintendent of Public Instruction. The superintendent will make recommendations to the board regarding each respective principal's contract. . Each principal will be paid an annual salary as determined by the board and will receive the same leave, insurance and other benefits as received by other certificated personnel. Service performed under such contract will be included in meeting the renewable contract provisions set forth in Idaho Code §33-515.

The board will notify any principal according to the terms of the current contract if it intends to cancel any extension of the contract or no renew the contract. The district will follow the procedures set forth in state law if it takes any action to not renew a principal's contract or otherwise discharge a principal during the contract term.

EVALUATION

Each principal will receive at least one (1) written evaluation to be completed no later than June 1 for each annual contract year. Each principal evaluation shall use multiple measures that are research based and aligned to the state minimum standards based on the Interstate School Leaders Licensure Consortium (ISLLC) standards and include proof of proficiency in conducting teacher evaluations using the state's adopted model, the Charlotte Danielson Framework for Teaching Second Edition. Evaluations will be in accordance with the district's adopted principal evaluation policy and state law and regulations.

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**LEGAL REFERENCE:**

Idaho Code Sections

33-513 – Professional Personnel

33-518 – Employee Personnel Files

33-1201 – Certificate Required

IDAPA 08.02.02.121 – Local District Evaluation Policy – School Administrator

**CROSS-REFERENCE:**

310 – Principal Evaluations

**ADOPTED:** April 22, 1998

**AMENDED:** December 16, 2024