

School Building Administrative Staff - 6006

The district shall hold principals and other administrative staff accountable for the proper and efficient conduct of classroom teaching in their schools which will meet the individual and collective needs of the particular students enrolled. Principals shall achieve and maintain standards of excellence in the instructional program so that each student exposed to this program derives the greatest academic and personal benefit from the learning experience. They have primary responsibility for the improvement of instruction in their programs. A major portion of the principal's time is to be spent with staff, including classroom observations, staff evaluations, departmental meetings, and a review of instructional materials and new and promising innovations in teaching. A principal must possess the knowledge and skill necessary to evaluate the performance of staff members in accordance with district evaluation procedures.

Administrative staff members shall be informed of their assignments no later than June 15 except that nothing in this policy shall prevent the superintendent from reassigning an administrative staff member for good cause during the school year.

A certificated staff member who is being transferred at the expiration of his/her employment contract to any administrative or nonadministrative position for which the annual compensation is less than the position currently held by the administrator shall be notified in writing by May 15, or June 1 if the omnibus appropriations act has not been passed by the legislature by May 15, of the reason for the transfer and the position to which he/ she will be transferred.

Principals are not subject to transfer to a subordinate position after three consecutive years of employment as a principal in the district or after the first year in the case of a principal who has been employed for three or more consecutive years as a principal in another district in the state of Washington.

Cross References:

Policy 5222 Performance Evaluation of Non-administrative Staff

Legal References:

RCW	28A.150.240	Basic Education Act of 1977--Certificated teaching and administrative staff as accountable for classroom teaching--Scope--Responsibilities--Penalty
28A.400.100		Principals and vice principals--Employment of--Qualifications--Duties
28A.400.110		Principal to assure appropriate student discipline
28A.405.230		Conditions and contracts of employment--Transfer of administrator to subordinate certificated position--Procedure