

**Purpose**

To identify how the principal exercises his or her authority in administrative matters related to school personnel and program management

**Definitions**

N/A

**Policy Statement**

The school principal shall serve as the chief administrative officer of respective buildings and grounds for the administration of various programs and services within the broad scope of adopted Board policies and state law. The principal shall be responsible for and shall have authority over the actions of students, professional and support staff members, visitors and persons hired to perform special tasks. All school personnel will work under the direction of the principal in the performance of his/her duties with final approval of the Superintendent of Schools.

It is the responsibility of the school principal to notify the superintendent and/or immediate supervisor of his/her absence.

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| <b>Legal Reference</b> |                |                 |                                                                                                                                                                                     |
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| <b>Policy History</b>  | <b>Adopted</b> | <b>Reviewed</b> | <b>Revised</b> – June 14, 2005, 1 <sup>st</sup> Reading<br>July 12, 2005, 2 <sup>nd</sup> Reading<br>May 10, 2022, 1 <sup>st</sup> Reading<br>June 7, 2022, 2 <sup>nd</sup> Reading |