

SCHOOL BUILDING ADMINISTRATION

The Wakefield School Board reaffirms the rights and responsibilities of the building principals for the administration of their various programs and buildings within the broad scope of the adopted Board policies.

Specifically, the principal of an individual school is the responsible head and professional leader in the development of the educational program and the improvement of instruction in the School of which he/she is the Principal. All personnel will work through and under the direction of the Principal in the performance of their duties within his/her school.

Appointment

The principals shall be elected by the School Board following the nomination by the Superintendent. Should the School Board fail to accept the nomination by the Superintendent, the Superintendent will be directed to present another name in nomination.

Candidates for position of principal will file a formal, written application with the Superintendent of Schools. The Superintendent will screen all applications and the Superintendent and the School Board will select a number for interview.

All applications will be available to the School Board for their review and candidates selected by them for interview will be included in the interview process.

It will be the policy of the Superintendent and School Board to promote local candidates when such a promotion is in the best interests of the school. All such candidates must meet requirements as established by the Superintendent, School Board and the State Board of Education.

Employment

All supervising principals will be employed on a 12-month basis with one-month vacation plus the usual business holidays or as negotiated with the board.

Functions

All building principals shall act as the chief administrative officers for their own school buildings and grounds. They shall be responsible for and shall have authority over the actions of students, professional and non - professional employees, visitors, and persons hired to perform special tasks. They shall perform the Powers and Duties of Principals prescribed by the State Board of Education

All principals shall keep the Superintendent informed of activities in their buildings by whatever means the Superintendent deems appropriate.

The Principal shall attend School Board meetings if requested by the Superintendent or the School Board.

Mrs. Connie Twombly, Chairperson
Mrs. Peggy Richards
Mr. Joseph Fleck
Ms. Sarah Hayes
Mrs. Desiree Tumas

Adopted by the Board: 6 December, 2000
Revised by the Board: 6 May, 2002