



SCHOOL BUILDING ADMINISTRATION

Principals

Appointment and Term of Office

When a Principal's position becomes vacant, the Superintendent shall post a notice in the schools of the vacancy and invite qualified and interested personnel to apply for the position. The Superintendent shall also seek qualified candidates from outside the school system.

A candidate for a Principal's position shall be invited to submit an application on forms designated or approved by the Superintendent.

Initial contracts issued to Principals must be between one and three years in length, and may be reissued by the Superintendent at levels of compensation/benefits, determined in accordance with policies established by the School Committee.

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The length of second and subsequent contracts of employment for Principals shall be in accordance with state law.

As a condition of employment, each Principal must maintain current certification, adhere to the policies and goals of the School Committee and the directives of the Superintendent, and annually must submit, with the school council, the educational goals and school improvement plan for the school building(s) under his/her direction.

Functions

All 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, while such persons are in their buildings.

All Principals shall keep the Superintendent promptly informed of all activities in their buildings and on their grounds.

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Approved at School Committee Meeting of June 29, 1959
Reaffirmed at School Committee Meeting of September 28, 1981
Reaffirmed at School Committee Meeting of December 17, 1984
Revised at School Committee Meeting of

SOURCE: MASC September 2016



Lincoln Public Schools
Lincoln, MA 01773

FILE: CF

LEGAL REF: [MGL 71:41](#); [71:59B](#)

Comment [T1]:

MASC does not have Policy CF, but it does have a policy GCBB: Employment of Principals which is linked to MGL71:41 & MGL71:59B. Lincoln currently has a policy GCBB but it covers a different topic: GCBB - Establishment of Compensation Levels for Non-Bargaining Unit Administrators.



MASC File: GCBB - EMPLOYMENT OF PRINCIPALS

Principals shall be employed by the School District under individual contracts of employment. Said contracts shall be submitted to the School Committee for their approval of all terms concerning compensation/benefits, prior to the presentation of a contract of employment to the Principal. The compensation/benefit levels, above referenced, may be exceeded only with the approval of the School Committee.

Initial contracts issued to Principals may be up to three years in length, and may be reissued by the Superintendent at levels of compensation/benefits, determined by the School Committee, provided that the Superintendent may employ a Principal under the terms and conditions of the previous contract of employment.

The length of second and subsequent contracts of employment for Principals shall be in accordance with state law.

As a condition of employment, each Principal must maintain current certification, adhere to the policies and goals of the School Committee and the directives of the Superintendent, and annually must submit, with the school council, the educational goals and school improvement plan for the school building(s) under his/her direction.

SOURCE: MASC September 2016

LEGAL REF: MGL [71:41](#); [71:59B](#)

MGL: 41

School principals shall enter into individual employment contracts with their employing districts concerning the terms and conditions of employment. The initial contract with each individual school district shall be for not less than 1 year nor more than 3 years. The second and subsequent contracts shall be for not less than 3 nor more than 5 years unless: (i) said contract is a 1 year contract based on the failure of the superintendent to notify the principal of the proposed nonrenewal of his contract pursuant to this section; or (ii) both parties agree to a shorter term of employment.

MGL: 59B

The superintendent of a school district shall appoint principals for each public school within the district at levels of compensation determined in accordance with policies established by the school committee. Principals employed under this section shall be the educational administrators and managers of their schools and shall supervise the operation and management of their schools and school property, subject to the supervision and direction of the superintendent. Principals employed under this section shall be responsible, consistent with district personnel policies and budgetary restrictions and subject to the approval of the superintendent, for hiring all teachers, athletic coaches, instructional or administrative aides and other personnel assigned to the school and for terminating all such personnel, subject to review and prior approval by the superintendent and subject to this chapter.