**Principal Qualifications**

In addition to the minimal certification requirement, a principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage budgets and personnel and to coordinate campus functions;
4. The ability to explain policy, procedures, and data;
5. Strong communications, public relations, and interpersonal skills;
6. Three years’ experience as a classroom teacher;
7. Prior experience in instructional leadership roles; and
8. Other qualifications deemed necessary by the Board and included in the job description.

*The Superintendent may waive a specific requirement should he/she deem it necessary and require other skills as may be outlined in the principal evaluation system.*

**Primary Role**

The primary role of the principal shall be to ensure an effective instructional program for all students under their jurisdiction. As the recognized instructional leader, the principal shall in turn hold all school personnel within their building(s) accountable for their performance and effectiveness.

The principal shall be involved in curriculum planning, professional development, and the implementation of all areas of the educational programs as they apply to the school.

**Personnel**

All personnel assigned to a building shall be accountable to the principal unless specifically designated otherwise by the Superintendent.

**School Counselors**

In accordance with law, a school counselor shall spend 80 percent of the counselor’s work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor’s work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor’s time that shall be spent on duties related to
the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor’s duties under this provision.