

ADMINISTRATIVE STAFF

All administrative and supervisory positions shall be established initially by the board upon the chief school administrator's recommendation. All positions established must have state recognized job titles and/or be approved by the New Jersey State Department of Education. Prior to creating a new position, the board will approve a job description for that position prepared by the chief school administrator.

The board shall interview all finalists recommended by the chief school administrator for the positions of principal and business administrator before approving the hiring. The board recognizes the importance of the chief school administrator selecting and working with a compatible and effective administrative team.

Tenured administrators shall be evaluated at least once a year as specified in statute and code. Nontenured administrators shall be evaluated at least three times a year as specified in statute and code.

Legal References:	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:17-5 through -14.3	Secretaries, assistant secretaries and school business administrators
	<u>N.J.S.A.</u> 18A:17-15 through -23	Superintendents and assistant superintendent of schools ...
	<u>N.J.S.A.</u> 18A:17-24.1 <u>et seq.</u>	Sharing of personnel by school boards
	<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
	<u>N.J.A.C.</u> 6:3-1.6	Reporting and staffing of school districts
	<u>N.J.A.C.</u> 6:3-2.1	Chief school administrator defined
	<u>N.J.A.C.</u> 6:11-9.3	Authorization
	<u>N.J.A.C.</u> 6:11-9.4	School administrator
	<u>N.J.A.C.</u> 6:11-9.7	School business administrator

Cross References:	*2121	Line of Responsibility
	*2131	Chief school administrator
	*2210	Administrative leeway in absence of board policy

*Indicates policy is included in the Critical Policy Reference Manual.

Key Words

Administrative Positions, Administrative Evaluation

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Revised: