

New Century School Policy No. 304

Adopted: 8.15.16

Revised: _____

304: DIRECTOR CONTRACT, DUTIES, AND EVALUATION

I. PURPOSE

The purpose of this policy is to provide for the use of an employment contract with the Director, a position description and the use of an approved instrument to evaluate performance.

II. GENERAL STATEMENT OF POLICY

- A. The Director's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the Director.
- B. The specific duties for which the Director is accountable shall be set forth in a position description for the Director and shall be measured by a performance appraisal instrument approved by the school board in consultation with the Director. The school board shall use this instrument to periodically evaluate the performance of the Director.
- C. The school board may use any comparable model contract approved by the boards of the Minnesota School Boards Association and the Minnesota Association of Charter Schools as a model instrument or as negotiated with the Director hired.