

Central Regional School District
Bayville, New Jersey

JOB DESCRIPTION - PRINCIPAL

Description

The principal shall be responsible to provide leadership, supervision, and coordination of all educational programming and governance within their assigned building. The certificate holder is authorized and expected to perform all outlined job duties.

Qualifications

- Principal Endorsement Code 0200 (State Board of Examiners & Certification, N.J.A.C. 6A:9B);
- Master's or higher degree from a regionally accredited college or university;
- Minimum of 30 graduate credits in required master's program;
- Completion of internship requirements;
- Praxis II Test successfully passed;
- At least 5 years of successful educational experience; and
- Such alternatives to the above qualifications as the Central Regional Board of Education may find appropriate and acceptable.

Responsible to

Superintendent, and subsequent to the adopted Chain of Command

Performance Responsibilities

1. Cultivate high-quality education in a safe, healthy, and inclusive school environment;
2. Enact the school mission, vision, and core values within all curricular and extracurricular programming;
3. Manage and monitor school resources, building operations, and administrative systems;
4. Supervise and evaluate professional and support personnel as required using adopted evaluation procedures and instruments in accordance with state laws;
5. Submit records, budgets and all other reports required or appropriate as mandated by law and to keeping district administrators apprised of school ongoing;
6. Address issues/concerns, or potential issues/concerns, brought forth in accordance with protocols, policies, and laws;
7. Support development, implementation, and accountability measures of curriculum and instruction to promote best instructional practices, academic achievement, and well-being;
8. Foster continuous improvement through professional development, community engagement, and evidence-based inquiry;

9. Create and sustain collaborative and productive relationships with school stakeholders;
10. Act ethically and professionally in meeting job functions and responsibilities; and
11. Adhere with adopted federal laws, N.J.S.A. 18-A, N.J.A.C. 6-A, school policies and regulations, and contractual stipulations;
12. Perform all other duties as designated by the superintendent and/or changes in any procedure by Board policy or state law.

Evaluation

Performance of this job will be evaluated in accordance with provisions of state law and the provisions of the board's adopted policy on evaluations.

Date Adopted: June 28, 1979

Date(s) Revised: January 19, 2023