

MINNETONKA PUBLIC SCHOOLS

POLICY #460: PRINCIPAL EXCELLENCE

1.0 PHILOSOPHY

1.1 The provisions of District policy and the District vision on District leadership shall govern the actions of Minnetonka principals. This vision provides that:

1.1.1 Strong leadership by all Minnetonka principals will be the critical link in actualizing all District initiatives. These educational leaders are the key to implementing curriculum offerings, evaluating teachers and support staff, providing consistent student discipline, and building strong connections between their schools and the community.

1.1.2 Minnetonka principals will have the commensurate responsibility and authority necessary for bringing the District's mission and vision to life. These talented leaders will set the tone and expectation for the conduct of all employees and volunteers in their buildings.

1.1.3 Most importantly, Minnetonka principals will be the champions for aligning all resources and talents towards the attainment of outstanding personal and academic achievement for each and every Minnetonka student.

2.0 LICENSE

2.1 In accordance with State Law and District Policy #424, School principals are required to hold a current and valid license for the position in which the principal is employed.

3.0 PROFESSIONAL DEVELOPMENT

3.1 Consistent with Section 1.0 of this policy, principals are encouraged to continue professional development to carry out the responsibilities of the position.

3.1.1 Provisions for supporting principal professional development will be made through two sources:

3.1.1.1 An annual business expense reimbursement account which is part of the collectively bargained Master Agreement with the principals; and

3.1.1.2 Other budgeted amounts as approved by the Superintendent or designee.

3.2 Employee expense reimbursement for attendance at professional development activities shall be in accord with the District Policy #412, Employee Expense Reimbursement.

3.3 The frequency of attendance at a national conference, convention, or meetings shall be as approved by the Superintendent or designee within approved budget amounts. Normally, the following schedule will represent the minimum for planning purposes.

3.3.1 Positions eligible for a national conference one out of two years: high school principal, middle school principal, elementary school principal.

3.3.2 Positions eligible for a national conference one out of three years: high school assistant principal, middle school assistant principal.

3.4 Any professional development specifically required by the School District shall be paid by the District.

3.5 Any requests for permission for professional development activities (e.g., workshops, conventions, conferences, or classes) which require work time or District expense shall be made to the Superintendent or designee.

3.5.1 The principal shall be notified in writing of the action taken on the request.

4.0 LEAVE OF ABSENCE

4.1 Any requests for leave of absence are covered by appropriate School District policies including:

4.1.1 #425 Leave of Absence Without Pay.

4.1.2 #410 Family and Medical Leave Act.

4.1.3 Leaves specifically authorized or permitted under the terms and conditions of the Master Agreement between the School District and principals.

5.0 PARTICIPATION IN PROFESSIONAL ORGANIZATION ACTIVITY

5.1 Principals are encouraged to participate in local, state, national, or international organizations directly related to their District responsibilities.

5.2 Released time may be granted by the Superintendent or designee to individuals for participation in professional organization activities that are directly related to position job description. Activities which relate directly to employee organization negotiations and related concerns are to occur outside of normal working hours; otherwise, applications for personal or vacation leave should be submitted.

Cross Reference

- #210 Conflict of Interest
 - #404 Employment Background Checks
 - #406 Records of Employees
 - #410 Family and Medical Leave Act
 - #412 Employee Reimbursement
 - #424 License Status
 - #425 Leave of Absence Without Pay
- Master Agreement between the Minnetonka Association of Principals (MAP) and the Minnetonka Public Schools

Board Approved: November 16, 2006