Personnel

Administrative Placement

The Board of Education considers the appropriate placement of effective administrators as an essential ingredient in promoting student academic growth, in attaining successful educational outcomes for students, and in providing quality educational services.

For purposes of this policy, the term “administrator” shall refer to Principals, Assistant Principals and Athletic Director. The term “placement” shall include decisions involving the assignment and transfer of administrators, as well as decisions involving the filling of vacant administrative positions with on-staff administrators. These placement decisions are delegated to the Superintendent.

Placement does not include staffing decisions made in the context of recall of an administrator from layoff, which decision is governed by District Policy GCQB. Placement also excludes decisions to initially hire or to dismiss or non-renew an administrator, which determinations are reserved to the Board of Education and are not delegated under this Policy.

Administrator placement decisions shall be guided by the following standards:

1. These decisions will be premised on staffing the established curriculum with the most effective administrators who are certified and qualified for existing administrative assignments. The effectiveness of administrators shall be based on their performance evaluations scores as determined through the evaluation system adopted by the Board to implement Section 1249b of the Revised School Code.

2. Administrators must be properly certified (or otherwise approved or authorized) for all aspects of their assignment. The certification (or authorization/approval status, as applicable) of an administrator shall be determined by provisions of the Sections 1246 and 1536 of the Revised School Code. An administrator is responsible for filing a copy of his/her administrative certificate (or authorization or approval, as applicable) as well as evidence of his/her successful completion of continuing education requirements established by the Michigan Department of Education with the Human Resources office.

3. Administrative placement decisions shall also be made on the basis of an administrator’s qualifications, which shall be determined by the following standards:
   
   a. Compliance with applicable state or federal regulatory standards, including, but not limited to, those standards established as a condition to receipt of foundation, grant or categorical funding.
b. Compliance with applicable accreditation requirements.

c. Assessment of the extent of an administrator’s professional training, academic preparation, continuing education and successfully completed professional development are relevant to an assignment and are anticipated to contribute to the administrator’s effectiveness in that assignment.

d. Assessment of the extent to which an administrator’s prior administrative experience is relevant to an assignment and is anticipated to contribute to the administrator’s effectiveness in that assignment.

e. Compliance with the adoption and implementation of a reform or redesign plan under Section 1280 c of the Revised School Code

MCL 380.11a; MCL 380.1246; MCL 380.1249b; MCL 380.1280c; MCL 380.1536 MCL 423.215

Policy Adopted: February 8, 2016