FILE: CF

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED:	**October 16, 1979**	**FILE SECTOR:**	**GENERAL SCHOOL ADMINISTRATION**
DATE REVISED:	**July 17, 2003**		
DATE REVIEWED:	**June 22, 2011**	**POLICY TITLE:**	**SCHOOL BUILDING ADMINISTRATION**
DATE REVISED:	**November 17, 2016**		

Acting with the approval of the district administrator and upon the advice of district office administrators, each principal shall have general supervision of and shall be custodian of all school premises over which he/she presides.

The principal of each school shall be charged with the responsibility for the general management, instruction, and discipline of his/her school. The principal shall direct and assist the teachers and shall see that the policies of the board of education and directions of the district administrator are carried out. The principal shall also be responsible for the care and supervision of the buildings, grounds, and property of the school in his/her charge, and shall have direction of all school staff employed in the building.

Further, the principal shall render such reports, prepare and file such records and administer school funds in his/her possession, as the district administrator may require or direct.

CROSS REFERENCE: Building Principal Job Description(s)
LEGAL REFERENCE: Section 118.24 Wis. Stat.