

TIRIMOANA SCHOOL
PRINCIPAL'S LEADERSHIP AND
PERFORMANCE APPRAISAL POLICY

RATIONALE:

The principal is the Chief Executive Officer of the school and is responsible for overall leadership and management. The board is responsible for ensuring an annual performance agreement and appraisal review of the principal every year.

PURPOSES:

1. To ensure the principal works alongside the Board in developing the Annual Plan outlining the board's objectives for the year.
2. To assist the principal's professional learning and development.
3. To acknowledge and/or improve the principal's performance.
4. To ensure accountability for the principal's work performance.

GUIDELINES:

1. The performance agreement shall be developed in consultation with the principal. It will be in writing and a signed copy will be kept by the board and the principal.
2. The performance agreement will take into account the Teaching Practice, "Our Code Our Standards".
3. Where appropriate, the performance agreement will take into account the previous year's review.
4. The performance agreement will include objectives related to the relevant professional standard, and a personal professional learning development plan to enable the principal to carry out his duties and improve his professional knowledge and performance.
5. The board will delegate responsibility for the principal's performance agreement to the Chairperson, and may decide, following consultation with the principal, to use the services of an external reviewer or professional colleague.
6. The board will ensure that the services of an external reviewer are used at least once in the three year cycle of an elected board.
7. The board will, in consultation with the principal, prepare a final report each year based on the review, and this may include comment from the principal.
8. The Principal's registration renewal will be signed by the BOT Chairperson and by a principal colleague who is a registered teacher.

PRINCIPAL'S CAREER STRUCTURE AND PAYMENTS:

1. The board will approve payments under the principal's career structure guidelines, subject to the performance review as per the Primary Principals' Collective Agreement, to encourage and recognise the principal's personal professional development and leadership of the school.
2. The board will be responsible for affirming that the principal meets the professional standards of "Our Code Our Standards", in accordance with the payments, and to maintain eligibility for these, will affirm every three years that the principal meets the service and professional criteria.

CONCLUSION:

The Leadership and Performance Appraisal of the principal will assist in their professional learning development, and will provide an opportunity for constructive feedback and acknowledgment of performance. Leadership and management of the school will be enhanced by a positive and respectful working relationship between the board and the principal that acknowledges performance.