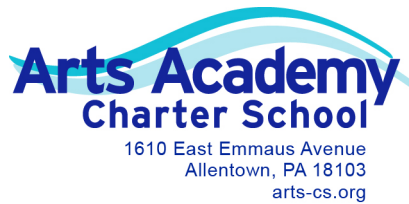


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Board Policy 7.1.2

Creating a Position

It shall be the responsibility of the Executive Director to make recommendations to the Board regarding the creation of a new or additional position at the charter school, including all administrative, professional and staff positions. The Board reserves the right to make the final determination of the number and types of administrative, professional and staff positions deemed necessary for the effective operation of the schools.

While it is ultimately the responsibility and prerogative of the Board to make decisions regarding the creation of new positions within the school, the Board recognizes that information and recommendations provided by the Executive Director, as chief school administrator, are valuable to this process. Prior to the Board's consideration of any new or additional position being recommended by the Executive Director, the Executive Director shall provide the Board with a report containing the information below. Prior to the Board's consideration and/or vote on the creation of a new or additional position being recommended by the Board itself, the Board shall task the Superintendent with making a recommendation containing the same information.

The Executive Director's recommendation report for a new or additional positions shall include:

1. A job description specifying the qualifications, responsibilities, and duties for which the position was created, and a method of evaluating the employee's performance.
2. Initial salary for a new position.
3. Supporting data and other rationale relevant to the recommendation.

In the exercise of its authority to create new positions, the Board shall give primary consideration to:

1. Number of students enrolled.
2. Special needs of students.
3. Financial resources of the district.
4. Operational needs of the district.