

PERSONNEL – JOB DESCRIPTION

POLICY:

Staff of the Lake Stevens School District are subject to the policies of the District, provisions of staff agreements in effect, State Board of Education regulations, State Superintendent of Public Instruction regulations, and other applicable state law.

The Superintendent shall be responsible for developing administrative procedures to assure that staff members know what is expected of them and how these expectations may be achieved. Each staff member shall receive a job description which may also serve as a basis for evaluation. All job descriptions will be reviewed annually by the administrative team and revised when appropriate.

Job descriptions shall include at least the following: basic function, primary responsibilities, primary working relationships, and evaluation.

Legal References:

RCW 28A.67
RCW 28A.67.065(2)