

**ADOPT A NEW PROFESSIONAL SUPPORT AND REMEDIATION
OF CONTRACT PRINCIPALS POLICY**

Contract Principals Policy.

PURPOSE: To establish a uniform system of professional support and remediation for contract

b. Is remediable within the scope of a direct assistance plan.

For purposes of this policy, "Performance Deficiency" does not include immediate

performance deficiencies as defined by the contract principal

4) The CEO or designee must issue the DAP to the contract principal in a meeting between

- a) Discusses the identified performance deficiencies with the principal.
- b) Summarizes the corrective actions that the principal must take in order to successfully complete the DAP.
- c) Identifies possible consequences (i.e., warning resolution, discipline, a corrective action plan or CAP, dismissal or removal) of a failure to successfully complete the DAP.

A DAP meeting is not a substitute for a meeting with the contract principal to

discuss his or her annual evaluation. An evaluation meeting and a DAP meeting

7) Signature by the contract principal acknowledging receipt of the DAP.

C. **DAP period/duration.** The DAP period for a contract principal shall generally be for a period of nine (9) to twelve (12) calendar months.

D. **Mid-Term (Half-way point) Review of DAP.** A mid-term review of the DAP must occur at approximately the half-way point of the DAP period. The CEO or designee shall meet with the contract principal for the mid-term review and advise the contract principal whether the principal is making sufficient progress to correct the deficiencies and meet the Chief Executive Officer or designee's expectations set forth in the DAP by the DAP conclusion date. If the CEO or designee determines that the contract principal has not made sufficient progress to successfully conclude the DAP, a CAP shall be issued to the contract principal in

- b) Summarizes the corrective actions that the principal must take in order to successfully complete the CAP.

successfully complete the CAP.

A CAP meeting is not a substitute for a meeting with the contract principal to discuss his/her annual evaluation. An evaluation meeting and a CAP meeting may be held within one meeting, but the CEO or designee must discuss his/her evaluation of the contract principal's performance separately from the CAP.

- 6) The contract principal must sign the CAP to acknowledge its receipt and his/her understanding of the CAP. A refusal by the contract principal to sign the CAP shall not affect the CAP, the contract principal's duty to comply with the CAP, or the consequences of the contract principal's failure to successfully complete the CAP.
- 7) After issuance of the CAP to the principal, the CEO or designee shall submit the original CAP to the Chief Officer of Elementary Areas and Schools or the Chief Officer of High School Programs, as appropriate, who in turn shall send a copy of the CAP, related performance evaluations, and other relevant documentation to the Law Department, the Department of Human Resources and the Office of Principal Preparation and Development.

Form of CAP. The CEO or designee shall develop a standardized CAP form that is

~~Final Assessment of Designee's Completion of the CAP. At the conclusion of the CAP~~

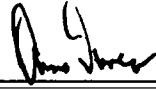
period, the CEO or designee shall make a written assessment of whether or not the contract principal has corrected the performance deficiencies or CEO or designee's expectations identified in the CAP. Thereafter, the CEO or designee shall meet with the contract principal to deliver the written assessment to the contract principal. That assessment shall specifically state whether or not the contract principal has successfully completed the CAP and, if not, ~~the program in which the contract principal failed to successfully complete the CAP.~~

F. **Consequences of Contract Principal's Failure to Successfully Complete the CAP.**
~~When the CEO or designee determines that a contract principal failed to successfully~~

Approved For Consideration:

Respectfully Submitted:



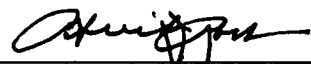


Noted:

Approved as to Legal Form: 



John Maiorca
Chief Financial Officer



Patrick J. Rocks
General Counsel