

Swan River Montessori Charter School

Adopted: 10.23.18

Reviewed:

School Leadership Qualifications

PURPOSE

Per MN Stat. 124E.12 Subd. 2, The Board of Directors [of a charter school] shall establish qualifications for all persons who hold administrative, supervisory, or instructional leadership roles. The qualifications shall cover at least: instruction and assessment; human resource and personnel management; financial management; legal and compliance management; effective communication; and board, authorizer, and community relationships. The Board of Directors shall use those qualifications as the basis for job descriptions, hiring, and performance evaluations of those who hold administrative, supervisory, or instructional leadership roles.

DEFINITIONS

“Essential qualifications” are the skills, specialized training, education degrees, years of experience, and personal qualities/characteristics/accomplishments that are specified by the Board of Directors as being non-negotiable for employment at Swan River Montessori Charter School (SRMCS).

“Desired qualifications” are those that the Board of Directors believe are important assets for an employee to have, but without one or more desired qualification will still be considered for the employment as long as s/he possesses all of the essential qualifications for the position.

ADMINISTRATIVE PERSONNEL EMPLOYMENT QUALIFICATIONS

Essential Qualifications

The following is a list the skills, specialized training, education degrees, years of experience, and personal qualities and characteristics or accomplishments that are specified by the school board as *essential* for all administrative positions:

- A Bachelor’s Degree from an accredited institution of higher education
- A valid Minnesota teaching license

Desired Qualifications

The following is a list the skills, specialized training, education degrees, years of experience, and personal qualities and characteristics or accomplishments that are specified by the school board as *desired* for all administrative positions:

- Accredited AMI or AMS training in at least one of the three training categories -
 - Children’s House (prek-k)
 - Lower Elementary (grades 1-3)
 - Upper Elementary (grades 4-6)
- A Master’s Degree in Education or a related field
- Three or more years of experience teaching in a Montessori school
- Three or more years of administrative experience
- One or more years of experience working in a charter school
- Established training/skills in:
 - Instruction & assessment
 - Human resource & personnel management
 - Financial management
 - Legal & compliance management
 - Effective communication
 - Board & school authorizer community relationships