

SHERBURNE SCHOOL DISTRICT**JOB DESCRIPTIONS POLICY**

All staff positions will be created by the board. It is the board's intent to activate a sufficient number of positions to accomplish the school system's goals and objectives, and to provide for equitable staffing. Positions may remain unfilled; only the board may abolish a position.

Each time a new position is established by the board, the principal will present for approval a job description for the position that specifies the job holder's qualifications, Performance responsibilities, evaluation criteria, terms of employment, and supervisor. Employee evaluation will be based substantially on criteria stated in approved job descriptions.

Date Adopted: December 9, 1997

Clerk: Ray Cannata