

The Board of Trustees of Minidoka County Joint School District No. 331 feels it is in the best interest of the District that the Superintendent will meet on a regular basis with administrative and supervisory personnel. The purpose of administrative meetings is to review and coordinate the total educational program.

Procedures:

The following procedures will assist in the implementation of this policy:

1. The Superintendent's Cabinet will meet ~~quarterly~~ ~~monthly~~ and will consist of the following:
 - a. Superintendent
 - b. Director of School Improvement
 - c. Director of Special Services
 - d. Director of Federal Programs
 - e. Activities Director (Athletic Director)
 - f. Information Technology (IT) Director
 - g. Elementary Principals
 - h. Secondary Principals
 - i. Supervisor of Maintenance
 - j. Supervisor of Transportation
 - k. Supervisor of Food Service
2. Elementary and secondary principals and ~~assistant~~ ~~vice~~ principals will meet at least monthly.

**LEGAL REFERENCE:**

ADOPTED: December 19, 2005

AMENDED/REVISED: October 20, 2014