The Principal shall be responsible for overall supervision and operations of the institute and his responsibilities shall include, but not limited to: manage, evaluate and supervise effective and clear procedures for the operation and functioning of the institute consistent with the philosophy, mission, values and goals of the PRIME FOUNDATION including instructional programs, extracurricular activities, and discipline systems to ensure a safe and orderly climate, building maintenance, program evaluation, personnel management, office operations, and emergency procedures. Ensure compliance with all laws, board policies and civil regulations.