

General Administration

Administrative Responsibility of the Building Principal/Program Administrator

Duties and Authority

The Board of Control, upon the recommendation of the Executive Director, employs Building Principals/Program Administrators as the chief administrators and instructional leaders of their assigned schools/programs. The primary responsibility of the Building Principal/Program Administrator is the improvement of instruction. Each Building Principal/Program Administrator shall perform all the duties as described in State law as well as such other duties as specified in his or her employment agreement or as agreed upon by the Building Principal/Program Administrator and Executive Director that are consistent with the Building Principal/Program Administrator's education and training. Each Building Principal/Program Administrator shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or other licensed staff member.

Evaluation Plan

The Executive Director or designee shall develop and maintain a principal/administrator evaluation plan that complies with Section 24A-15 of The School Code and relevant Illinois State Board of Education rules. Using that plan, the Executive Director or designee shall evaluate the Building Principal/Program Administrator. The Executive Director or designee may conduct additional evaluations.

Qualifications and Other Terms and Conditions of Employment

Qualifications and other terms and conditions of employment are found in Board policy 3:50, *Administrative Personnel Other Than the Executive Director*.

LEGAL REF.: 10 ILCS 5/4-6.2.
105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, and 5/24A-15.
105 ILCS 127/1 et seq.
23 Ill.Admin.Code Parts 35 and 50, Subpart D.

CROSS REF.: 3:50 (Administrative Personnel Other Than the Executive Director), 5:250 (Leave of Absence)

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