

General School Administration

Administrative Responsibility of the Program Administrator/Building Principal

The Governing Board, upon the recommendation of the Executive Director, employs the Program Administrator or Building Principal as the chief administrator and instructional leader of his or her assigned program or school. The primary responsibility is improvement of instruction. The Program Administrator or Building Principal shall perform all duties as described in The School Code, as well as such other duties as specified in his or her employment agreement or as the Executive Director may assign, that are consistent with the Program Administrator's or Building Principal's education and training.

The Executive Director or designee shall develop and maintain a principal evaluation plan that complies with Section 24A-15 of The School Code. Using that plan, the Executive Director or designee shall evaluate each Building Principal. The Executive Director or designee may conduct additional evaluations.

The Executive Director shall evaluate Program Administrators on their instructional leadership ability and their ability to maintain a positive educational and learning environment.

The Governing Board and Program Administrator/Building Principal shall enter into an employment agreement that conforms to Governing Board policy and State law. The terms of an individual employment contract, when in conflict with this policy, will control.

LEGAL REF.: 10ILCS 5/4-6.2.
 105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, and 5/24A-15.
 105 ILCS 127/.
 23 Ill.Admin.Code Part 35.

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

Adopted: 3/13/2006

Revised: 5/11/2009

Revised: 5/9/2011

