

Building Principal

Duties and Authority

The School Board, upon recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools. The primary responsibility of a Building Principal is the improvement of instruction. Each Building Principal shall perform all duties as described in The School Code as well as such other duties as specified in his/her job employment agreement or as agreed upon by the Building Principal and Superintendent. The Building Principal provides leadership and assumes responsibility for the instructional and co-curricular programs of the school and establishes building level short-term and long-term goals for the school that are consistent with the District's Goals. The Building Principal provides leadership in the selection and assignment of school personnel and supervises their training and performance.

The Superintendent shall develop and maintain a principal evaluation plan that complies with Section 24A-15 of The School Code. Using that plan, the Superintendent shall evaluate each Building Principal annually.

Administrative Relationship

The Building Principal is employed by the Board of Education and reports to the Superintendent.

Qualifications

The Building Principal must have a substantial and academic and experiential background in curriculum and instruction, school operations, program development and improvement, and personnel supervision. The Building Principal must at minimum hold a master's degree in educational administration or equivalent and a valid Illinois Type 75 Administrative Certificate issued by the State Certification Board.

Evaluation

The Superintendent shall annually evaluate the Building Principal and make employment and salary recommendations to the Board of Education.

Compensation and Benefits

The Board of Education and each Building Principal shall enter into an employment agreement that conforms to Board policy and State law. The Board will consider the Superintendent's recommendations when setting compensation for each Building Principal. These recommendations will be presented to the Board no later than the July Board meeting.

Terms of Employment

The work year for the Building Principal shall be the same as the District's fiscal year, July 1 through June 30. In addition to legal holidays, the Building Principal shall have vacation periods as approved by the Superintendent.

Adopted: 4/19/76

Revised: 2/22/10