

## **General School Administration**

### **Administrative Responsibility of the School Principal**

**Summary:** School Principals are the chief administrators and instructional leaders of their assigned schools, their primary responsibility is the improvement of instruction. Each school Principal and Assistant Principal shall be evaluated pursuant to an evaluation plan that complies with the School Code.

The Board of Education, upon the recommendation of the Superintendent, employs School Principals as the chief administrators and instructional leaders of their assigned schools and may employ Assistant Principals. The primary responsibility of a School Principal is the improvement of instruction. Each School Principal shall perform all duties as described in State law as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the School Principal's education and training. Each School Principal and Assistant Principal shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or assistant principal.

#### Evaluation Plan

The Superintendent or designee shall implement an evaluation plan for principals and assistant principals that complies with Section 24A-15 of The School Code and relevant Illinois State Board of Education rules. Using that plan, the Superintendent or designee shall evaluate each School Principal and Assistant Principal. The Superintendent 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 Superintendent*.

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

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

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