

BOARD OF EDUCATION

CHARTER SCHOOLS

**COUNSEL RECOMMENDS:**

**THE GENERAL**

recommends adopting Board Rule 4-22.4 regarding the appointment of

The General Counsel

assistant principals to be effective immediately upon approval by the Board.

**TEXT:**

**Sec. 4-22.4. Appointment of Assistant Principals:**

**A. Qualifications**

n of assistant principal, a person must

To be eligible for appointment to the position

possess: (a) a 1 year Administrative Certificate issued by the Illinois State Board of Education,

and (b) a master's degree from an accredited college or university.

New

**B. Appointment or Retention of Assistant Principals (in 210 funded positions) by**

**Contract Principals**

t principal may select and appoint a new assistant principal or retain the

A new contract

no formal action is required

assistant principal

on-retention by the new contract principal in writing. The written notification of non- of his or her no

(a) written agreement of the local school council.  
 the principal for cause pursuant to Section 34-8.5 of the Illinois School Code.  
 (b) Removal of the principal and  
 (c) Closure of the school.  
 (d) Death or resignation of the principal.  
 (e) Revocation or suspension of the principal's certification.  
 (f) Removal of the principal pursuant to Board powers under Sections 34-8.3(d) of the Illinois School Code.

In the event of a vacancy as defined above, an interim principal has three options: 2.

- (a) Retain the incumbent assistant principal.
- (b) Select a new assistant principal and displace the incumbent; or
- (c) Displace the incumbent assistant principal and receive a contract from the school's local school council.

3. Written notification. The interim principal must provide the incumbent assistant principal with written notification of the option chosen within 30 calendar days of the interim principal's appointment by the Chief Executive Officer or his or her designee. If the interim principal fails to make such notification, the incumbent assistant principal shall be retained for the remainder of the interim period.

4. Displaced assistant principals. An assistant principal displaced by an interim principal shall receive a contract for the remainder of the interim period. If such notification is given, the displaced assistant principal will serve at the school until the last day of the pay period in which the notification is given.

5. Interim principal becomes contract principal.  
 (a) Except as provided in subsection 5(b) below, if the interim principal is awarded a contract by the local school council, section B of this Board Rule shall apply for the remainder of the interim period.

(b) An interim principal who displaced an incumbent assistant principal shall be awarded a contract for the remainder of the interim period.

**F. Assistant Principals in 234 Funded Positions**

A year-to-year basis (or in the case of a school without a local school council, the Chief Education Officer) shall be employed on a year basis ending on the last day of the fiscal year (June 30). If the local school council