

PRESS PLUS ISSUE #122 (JUNE 2026)  
8/21/26 POLICY COMMITTEE MEETING

1. ACTION TO BE TAKEN:

\_\_\_\_\_ **CONSENT**

\_\_\_\_\_ **1st READING**

\_\_\_\_\_ **KEEP IN COMMITTEE**

\_\_\_\_\_ **DELETE POLICY**

2. POLICY COMMITTEE TO DETERMINE:

\_\_\_\_\_ **Adopt as Presented**  
*(change “revised” & “reviewed” date)*

\_\_\_\_\_ **Adopt with Additional District Edits**  
*(change “revised” & “reviewed” date)*

\_\_\_\_\_ **Edits Not Adopted**  
*(change “reviewed” date)*

## Document Status: Review and Monitoring

### SECTION 3 - General School Administration

## **3:60 Administrative Responsibility of the Building Principal**

### Duties and Authority<sup>C1</sup>

The Board of Education, upon the recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools, and may employ Assistant Principals. The primary responsibility of a Building Principal is the improvement of instruction. Each Building Principal shall perform all duties as described in State law as well as such other duties as specified in the Building Principal's contract or as agreed upon by the Building Principal and Superintendent.

Each Building 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 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 or, in the absence of the Superintendent or his or her designee, an individual appointed by the Board who holds a valid professional educator license endorsed for superintendent. 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.:

[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](#).

[10 ILCS 5/4-6.2](#), Election Code.

[105 ILCS 127/](#), School Reporting of Drug Violations Act.

[23 Ill.Admin.Code Parts 35](#) and [50](#), Subpart D.

CROSS REF.: 1:30 (District Strategic Plan), 3:50 (Administrative Personnel Other Than the Superintendent), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct;

and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:250 (Leaves of Absence), 5:290 (Employment Termination and Suspensions)

ADOPTED: September 10, 2002

REVISED: January 6, 2022

REVIEWED: January 6, 2022

## Lincolnwood School District 74

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### PRESSPlus Comments

- C1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:
- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com)), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
  - Update the policy language due to changes in local conditions
  - Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

**Issue 122, June 2026**