

August 24, 2023

AUTHORIZE THE COMMENCEMENT OF THE PUBLIC COMMENT PERIOD FOR PRINCIPAL
ELIGIBILITY POLICY STARTING AUGUST 25, 2023

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

That the Board authorize the commencement of the Public Comment Period from August 25, 2023 to September 25, 2023 for the Policy described in the disposition table below. Pursuant to Board Rule 2-6(c), the Board must authorize the commencement of the Public Comment Period.

Current Policy Section/ Current Policy Title	New Policy Section/ New Policy Title	Description of Revision/Disposition
504.1 Principal Eligibility	N/A	A(pprov)1.11 (e -09 (d:)-2.-3 e)JTJ EMC

Policy Summary Form

Policy Being Amended/Created	Policy Manager(s)
Principal Eligibility Policy Board Report 21-0428-PO1	Dr. Allison Tingwall Dr. Michele Fernandes
Link to Current Policy (if applicable)	Link to Draft of Policy (Title should include “Rescind and Adopt New”, “Amend”, or “Adopt New” based on

- | Update of language to clarify that Contract, Interim, and Acting CPS Principals can maintain membership in their first two years in role if they demonstrate growth in any of the competency areas.
- | Inclusion of language that Contract Principals may maintain their membership the first time they receive an “unsatisfactory” Practice rating if they receive a “distinguished” performance evaluation from the Local School Council for the same evaluation period.
- | Inclusion of language to make explicit that incumbent CPS principals, whose membership has been removed based on performance evaluation, will have their membership restored when the principal receives a proficient or better Practice rating, provided the principal meets all other criteria for eligibility in alignment with Section II.A.3.

Additional amendments have been made to increase the readability of the document:

- ” Section II.D
 - | Formatting has been updated in order to reference specific portions of the document as needed
 - | Language has been updated to reference previous descriptions to demonstrate alignment between sections
- ” Section II. F.b: Updated language to indicate that principal supervisors and academic chiefs will not have their performance included in their membership review as performance in a higher role should not impact their ability to take on a principalship.
- ” Section V.
 - | Language has been added to explicitly state the district’s commitment to building a diverse Pool
 - | Timeline has been adjusted to provide time to analyze and report to the board following the end o

AMEND BOARD REPORT 21 -0428-PO1
PRINCIPAL ELIGIBILITY POLICY

THE CHIEF EXECUTIVE OFFICER RECOMMENDS

a school for one (1) year, or longer, who exercises all the powers and authority of a contract principal during their interim assignment.

- I. "Leadership position" means an Assistant Principal, Principal, an individual who develops the instructional capacity of others at the Network- or District-level, or an individual who supervises these positions.
- J. "Member" means a person who is in the CPS Principal Candidate Pool, and excludes those individuals whose membership in the Pool has expired or who have been removed from the Pool.

II. POOL MEMBERSHIP:

- A. Membership Application: Persons seeking membership in the CPS Principal

a “proficient” rating in the District on their two most recent

- d) Have been dismissed for cause from CPS employment or are otherwise not eligible for CPS employment; or
 - e) Under a settlement agreement, have agreed not to pursue a principal position in the District.
- B. Maintaining Membership: Individuals who are members in the CPS Principal Candidate Pool as of March 23, 2021 and individuals granted new or renewed membership in the Pool after March 23, 2021 maintain their membership status unless subject to Membership Removal as outlined in ~~paragraph~~ Section II.D.
- C. Membership Pause: The Chief Executive Officer or designee may temporarily pause a membership in the Pool:
1. If a member is currently under investigation for serious misconduct. As a general principle, investigations into conduct that will pause membership include but are not limited to:
 - a) Conduct involving serious criminal behavior (e.g., Class A misdemeanors or greater);
 - b) Conduct involving moral turpitude;
 - c) Conduct involving dishonesty or fraud;
 - d) Conduct reflecting a lack of integrity, ethics; and,
 - e) Conduct endangering the health and safety of those under the member's care.
 2. While an Interim or Contract Principal is on a corrective action plan or performance improvement plan.

Members will be notified if their membership is paused and the reason for this action. Notification must be sent to the member's email address, if any, or last known address of record within a reasonable timeframe.

During the membership pause, members will not be allowed to apply for Principal positions. If one's membership is paused, the employee will still be able to retain any current position. Members who have their membership paused, may file a grievance in accordance with Section II.E.

- D. Membership Removal:
1. The Chief Executive Officer's designee must remove individuals from the Pool, who, during their membership:
 - a) ~~Are found to no longer possess the certifications, endorsements and qualifications required by the Illinois State Board of Education that authorize the applicant to serve as a public school principal in the State of Illinois; Are found to no longer meet the State and District Requirements in Section II.A.1.a;~~
 - b) ~~Are found to no longer meet the Board's employment requirements set out in Board Rule 4-4;~~
 - c) ~~Are found to no longer meet the high standard of conduct and professionalism expected of CPS Principals. Changes to a member's employee discipline/misconduct history and/or criminal and safety history will prompt a review of membership. The type,~~

~~frequency, and circumstances of any history of misconduct, violation, or discipline will be considered when making the determination to remove a member from the Pool. As a general principle, conduct or disciplinary history that will remove members from the Pool include but are not limited to: Are found to no longer meet the Standards of Conduct and Professionalism in Section II.A.1.b;~~

- ~~(1) Conduct involving serious criminal behavior (e.g., Class A misdemeanors or greater);~~
- ~~(2) Conduct involving moral turpitude;~~
- ~~(3) Conduct involving dishonesty or fraud;~~
- ~~(4) Conduct reflecting a lack of integrity, ethics; and,~~
- ~~(5) Conduct endangering the health and safety of those under the member's care.~~

- d) ~~Have not obtained a rating of "proficient" or better on their two most recent evaluations. Evaluations submitted from outside of the District must demonstrate the applicant obtained the equivalent of a "proficient" rating in the District on their two most recent performance evaluations. In cases where ratings are not provided yearly, the evaluations must have been obtained within the last four years. Are found to no longer meet the Performance Standards in Section II.A.1.c The following exceptions applies apply:~~

~~(1) Contract, Interim, and Acting CPS Principals must have their membership removed from the Pool if they receive two Practice ratings of "basic" or equivalent or one Practice rating of "unsatisfactory" under the principal evaluation system established under Board Report 13-0123-EX5, as may be amended.~~

~~(a) Contract CPS Principals may maintain their membership the first time they receive an "unsatisfactory" Practice rating if they receive a "distinguished" performance evaluation from the Local School Council for the same evaluation period.~~

~~(2) Contract, Interim, and Acting CPS Principals in their first year two years in role or at a new school assignment may maintain membership with a "basic" or equivalent practice Practice rating under the new principal evaluation system established under Board Report 13-0123-EX5, as may be amended. These Principals may maintain membership in their second year in-role or at a new school assignment with a "basic" Practice rating, if the Practice score demonstrates improvement. Principals demonstrate improvement in their Practice ratings if they have:~~

~~(a) increased the numerical rating on at least one Competency score; and~~

~~(b) maintained the numerical rating on all other Competency scores.~~

~~(3) CPS Chiefs, Deputy Chiefs, and Executive Directors at the~~

Network- or District-level will not be removed from the Pool based on their performance ratings.

- e) Are Interim or Contract Principals who either do not successfully complete a corrective action plan or performance improvement plan

