

Astoria CUSD#1
Elementary & Junior High School Principal

Start Date: July 1, 2026 (2026-2027 School Year)

Qualifications:

Have a master's degree and hold a valid Professional Educator License (PEL) with an Administrative Endorsement and a Director of Special Education Endorsement.

Special Education classroom experience or school services personnel experience.

Successful completion of ISBE approved Principal Performance Evaluator Training.

Knowledge and understanding of federal and state statutes and regulations, and experience in applying them accurately and effectively.

Demonstrates an understanding and acceptance of diverse students, ensuring educational equity and embracing a culture of inclusivity for all learners.

A proven educator who is committed to students with disabilities with experience in special education working as an administrator, as well as classroom experience or in pupil personnel services.

Visionary leadership skills and the ability to identify needs, set priorities, facilitate strategic planning, and implementation of Board approved initiatives.

Excellent communication and collaboration skills.

A team player who understands the dynamics of compassionate leadership, can establish trust, and has maintained a high level of integrity and credibility among staff and parents.

Sound fiscal manager with the ability to manage a budget and fiscal resources with a thorough understanding of special education finance issues, including local, state, and federal funding resources and reimbursements; experience in developing budgets and writing grants.

Expectations:

Supervises development and improvement of the instructional programs.

Organizes and develops a school climate that promotes adequate discipline of students, rapport with teachers, and understanding of parents to the end of an excellent learning environment.

An active member of professional organizations to keep abreast of current issues and best practices in special education.

Participate in recruitment, selection, employment, assignment, and supervision of staff.

Cooperates in the process of evaluating substitute teachers.

Oversees a positive public relations program with parents and community in general.

Plans and organizes the use of school facilities in the best interests of the students and the community.

Organizes the building so that a smooth operation in terms of programs, staff functioning, and student involvement is enhanced.

Keeps the Superintendent informed of all matters in the building that may have ramifications for the Board of Education or the district.

Becomes knowledgeable of the provisions of all collective bargaining agreements and employee handbooks to properly administer those provisions for which the principal is responsible.

Directs and insures supervision of all extra-curricular activities.

Evaluated the performances of all staff.

Completed all reports and special duties assigned by the Superintendent.

Perform other duties as assigned.