November 17, 2023

East Aurora School District 131 has the following opening(s) for the 2024-2025 school year and will accept applications from candidates who may be interested in the position(s) listed below. Medical, dental, vision, and term life insurance policies are available.

VACANCY NOTICE

POSITION TITLE: Elementary School Principal

BUILDING(S): To be determined

CLASSIFICATION: Tier IB

TERMS OF EMPLOYMENT: 12 months. Monday-Friday: 8 hours/day.

SALARY: Starting at $110,000-130,000/year commensurate with credentials and experience

EVALUATION PROCEDURES: Annually

START DATE: July 1, 2024

JOB ID: 4256

QUALIFICATIONS:

1. Illinois Professional Educator License (PEL) with General Administrative Endorsement.
2. Master’s Degree required with an area of emphasis in Administration.
3. Three (3) years of successful administrative experience and three (5) years of successful teaching experience in elementary schools required.

JOB DESCRIPTION / RESPONSIBILITIES:

1. Responsible for the improvement of instruction with a majority of time spent on curriculum and staff development.
2. Coordinates efforts to create and implement a vision for the school and defines desired results and goals that align with the overall school vision and lead to student improvement for all learners and ensures that the school’s identity, vision, and mission drive school decisions.
3. Conducts essential conversations with individuals, teams, and staff based on student performance data in a timely manner for the purpose of enhancing student learning and results.
4. Develops, implements, and monitors the outcomes of the school improvement plan and school wide student achievement data results to improve student achievement.
5. Creates a safe, clean and orderly learning environment.
6. Works with staff to develop a consistent framework for effective teaching and learning that includes a rigorous, relevant and viable curriculum aligned to common core standards, research-based instructional practices, and high expectations for student performance.
7. Creates a continuous improvement cycle that uses multiple forms of data and student work samples to support individual, team, and school-wide improvement goals, identify and address areas of improvement and celebrate successes.
8. Implements student interventions that differentiate instruction based on student needs.
9. Selects and retains teachers with the expertise to deliver instruction that maximizes student learning.
10. Evaluates the effectiveness of instruction and of individual teachers by conducting frequent formal and informal observations providing timely feedback on instruction as part of the district teacher evaluation system.
11. Builds staff capacity and ensures the training, development, and support for high-performing instructional teacher teams to support adult learning and development to advance student learning and performance.
12. Develops systems and structures for staff professional development and sharing of effective practices including providing and protecting time allotted for development.
13. Advances instructional technology within the learning environment.
14. Creates, develops and sustains relationships that result in active student engagement in the learning process.
15. Proactively engages families and communities in supporting their child’s learning and the school’s learning goals.
16. Demonstrates an understanding of the change process and uses leadership and facilitation skills to manage change effectively.
17. Demonstrates personal and professional standards and conduct that enhance the image of the school and the educational profession; treats all people fairly, equitably, and with dignity and respect.
18. Creates and supports an instructional climate that values, accepts and understands diversity in culture and point of view.
19. Builds a culture of high aspirations and achievement and for every student.
20. Leads a school culture and environment that successfully develops the full range of students’ learning capacities academic, creative, social-emotional, behavioral and physical.
21. Requires staff and students to demonstrate consistent values and positive behaviors aligned to the school’s vision and mission; implements PBIS, PLC and all other district structures with fidelity.
22. Monitors all building level budgets and expenditures.
23. Performs all other duties as assigned by supervisor.
APPLICATION PROCEDURE:

Applications should be completed online at https://www.d131.org. Position(s) will remain open until filled. East Aurora School District 131 is an Equal Opportunity Employer.