

## General Administration

### Director

#### Duties and Authority

The Director is the Joint Agreement's executive officer and is responsible for the administration and management of the Joint Agreement programs in accordance with Board policies and directives, and State and federal law. Joint Agreement management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law. The Director is authorized to take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Director may delegate to other Joint Agreement staff members the exercise of any powers and the discharge of any duties imposed upon the Director by the Board. The delegation of power or duty, however, shall not relieve the Director of responsibility for the action that was delegated.

#### Qualifications

The Director must be of good character and of unquestionable morals and integrity. The Director shall have the experience and the skills necessary to work effectively with the Board, Joint Agreement employees, students, and the community. The Director must have and maintain a Professional Educator License with a director of special education endorsement issued by the Illinois State Educator Preparation and Licensure Board.

#### Evaluation

The Board will evaluate, at least annually, the Director's performance and effectiveness, using standards and objectives developed by the Director and Board that are consistent with the Board's policies and the Director's contract. A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

The Director shall annually present evidence of professional growth through attendance at educational conferences, in-service training, or similar continuing education pursuits.

#### Compensation and Benefits

The Board and the Director shall enter into an employment agreement that conforms to Board policy and State law. This contract shall govern the employment relationship between the Board and the Director. The terms of the Director's employment agreement, when in conflict with this policy, will control.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.47, 5/10-21.4, 5/10-23.8, 5/21B-20, 5/21B-25, 5/24-11, and 5/24A-3.

23 Ill.Admin.Code §§1.310, 1.705, and 29.130.

CROSS REF: 2:20 (Powers and Duties of the Executive Board; Indemnification), 2:130 (Board-Director Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:30 (Hiring Process and Criteria), 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), 5:290 (Employment Termination and Suspensions)

ADOPTED: March 19, 2026