

Adopted: May 20, 1996

District 77 Policy 444

Revised: August 18, 2003
March 16, 2015

444 DEPARTMENT CHAIRPERSONS

I. PURPOSE

The purpose of this policy is to define the means by which department chairpersons shall be selected, and to describe the basic responsibilities of persons elected to serve as department chairpersons.

II. GENERAL STATEMENT OF POLICY

Department chairperson selection will occur in the spring of each year. The department chairperson shall coordinate programs and materials, and shall serve as instructional liaison between the teachers of the department and the administration. Such chairpersons shall not be considered as supervisory employees as defined in the PELRA of 1971. Building departments will identify candidate(s) for the chair positions and will communicate those names to the Director of Teaching and Learning and to the building principals who will make the final selections of department chairpersons.

III. RELEASE FROM TEACHING RESPONSIBILITIES

The building principal is authorized to relieve a teacher who is selected as a department chairperson from classroom teaching responsibilities as needed to conduct department business.

Cross References: Appendix D Teachers' Master Agreement