

# GCD-APM – Procedure for Selecting New Principals

## Administrative Procedure

It is important to maintain a consistent process for selecting new principals that will protect the privacy of the interviewees while ensuring input from applicable parties. The Superintendent (or designate) will seek input from the school staff and school council through the following process:

1. Request each group meet and respond in writing to questions focusing on identifying the qualities in leadership that the group is seeking. Some sample questions are:
  - a. What are the current needs within your school community?
  - b. What professional and personal qualities are important for the new principal to possess?
  - c. What is your school's direction for growth? How could the new principal support this growth?
  - d. What advice do you offer to the new principal?
  - e. Other comments/questions to be asked of the principal, and/or responses you are looking for.
2. A meeting will be arranged to discuss the responses to the questions that were provided. A representative from the school council and a representative from the school staff will be invited to attend. The local trustee will also be invited to attend. (If more than one trustee is associated with the school, those trustees associated with the school will select one trustee to be their representative at the meeting.)

### REFERENCES

Cross References:	<a href="#">Freedom of Information and Protection of Privacy Act</a> Policy GC – Professional Staffing (Exhibit 1)*
Owner:	Superintendent
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