



INDEPENDENT PROCEDURE

Title: **SELECTION AND APPOINTMENTS OF SYSTEM PRINCIPALS** Policy No.: **9045**
Effective Date: **2003 April 22**

Department: Learning Support Services

Reference(s):

PURPOSE:

This procedure is designed to identify the most competent and knowledgeable candidates who have appropriate qualifications and experiences for the role of System Principal.

1.0 APPLICATION PROCESS

- 1.1 The process of filling vacant System Principal positions in departments will be by the assignment of Principals and Vice-Principals in the system through a transfer process by the appointment of current qualified Thames Valley District School Board administrators following an application and interview process. The overall purpose shall be to ensure that appropriate and qualified personnel are in place to support the needs of the system and to provide a range of leadership opportunities and experiences for administrators.
- 1.2 As a part of their overall, on-going growth planning, candidates considering the position of System Principal are encouraged to discuss with their respective Superintendent of Student Achievement the range of school or central office experiences that would meet their career needs.
- 1.3 When a vacancy occurs for a System Principal position, the Associate Director, Learning Support Services / Organizational Support Services, will issue an invitation to eligible Principals and Vice-Principals, to indicate their interest in the position.
- 1.4 The letters of interest will be reviewed by the Associate Director to either identify the individual who may be transferred to the position or to identify individuals for consideration through an interview process.

2.0 TERM

- 2.1 The term for a System Principal shall be for four (4) years, subject to funding. The position will be posted at the completion of the four (4) year term if the position is still needed and funded.

Administered By: **Learning Support Services**

Amendment Date(s): 2009 March 24, 2018 February 28, 2021 January 11