

PRINCIPALS/VICE PRINCIPALS/DIRECTORS OF INSTRUCTION

Background

Principal, Vice Principal, and Director of Instruction responsibilities are established by the School Act, Board policy, administrative procedures and contract. They are based on meeting the educational needs of students.

The Superintendent will establish clear selection processes to ensure that the best possible candidates are advanced to District leadership positions. The highest standards of professional leadership in instruction, administration and supervision are the expected result of this selection and the ongoing personnel practices of the District.

Procedures

1. The Principal/Vice Principal/Director of Instruction will advance and endeavour to maintain an educational program in the school which is designed to challenge and meet the needs of its students.
2. The Principal's, Vice Principal's or Director of Instruction's educational leadership role is to be reflected through the development and maintenance of positive community relations with particular emphasis on parent/teacher relations in the school's community.
3. Professional development efforts for and by Principals, Vice Principals, and Directors of Instruction shall concentrate on his/her future role as an educational leader in the school and District.
4. The selection process for Principals, Vice Principals, and Directors of Instruction shall be objectively based and shall be as broad as possible in order to ensure that the very best candidates are selected.
 - 4.1. Competitions will normally include both internal and external (to the District) advertising.
 - 4.2. It shall be the Superintendent's responsibility to coordinate the process. The Superintendent may involve principals, vice principals and partner groups in the screening process as he/she deems advisable.
 - 4.3. The Superintendent is responsible for appointing Principals, Vice Principals, and District staff. The criteria used in selection will normally be wide ranging, objective, and will include consideration of the elements of ethics and integrity.
5. Lateral transfers (i.e. those not involving any promotion) need not be circularized or advertised.

6. The Superintendent will be responsible for the supervision and evaluation of Principals, Vice Principals, and Directors of Instruction. Supervision will normally include the establishment of goals and a measure of attainment of those goals. Supportive professional development suggestions may be used, as may any corrective steps needed for performance improvements. Other evaluation processes are covered in the contract.

Reference: Sections 17, 20, 22, 65, 85 School Act
Teachers' Act
School Regulation 265/89
Collective Agreement

Adopted: November 2019
Revised: