

SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)

POLICY

POLICY #515 Principals/Vice Principals/Directors of Instruction

RATIONALE

Principal, vice principal, and director of instruction responsibilities are established by the *School Act*, board policy and contract. They are based on meeting the educational needs of students.

POLICY

The Board 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.

ADOPTED: November 8, 1999

Reviewed/Revised: February 9, 2004
December 14, 2015

Statutory Reference: *School Act*

SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)

REGULATIONS AND PROCEDURES

POLICY #515 Principals/Vice Principals/Directors of Instruction

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 pupils.
2. The principal's, vice principal's, or director of instruction's educational leadership role should be reflected through the maintenance of an active public relations program 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.
 - a) Competitions will normally include both internal and external (to the district) advertising.
 - b) It shall be the superintendent's responsibility to coordinate the process. The superintendent may involve principals, vice principals and others in the screening process as he/she deems advisable.
 - c) The Board will participate in the interview process of the short-listed candidates and provide input to the superintendent. 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 or his/her designate 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.

ADOPTED: November 8, 1999

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December 14, 2015

Statutory Reference: *School Act*

December 23, 2015

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