

CINCINNATI PUBLIC SCHOOLS

A RESOLUTION AMENDING BOARD POLICY:

3111.1 – SELECTION OF PRINCIPALS

WHEREAS, the Cincinnati Board of Education is reviewing the existing Board Policies; and

WHEREAS, the Cincinnati Board of Education has determined revision of the current Board Policies are in order to make them consistent with the current state laws and District procedures; and

WHEREAS, *Board Policy 3111.1 – Selection of Principals* has been reviewed and updated by Administration and the Cincinnati Board of Education Policy Committee;

NOW, THEREFORE BE IT RESOLVED, that the Cincinnati Board of Education approves *Board Policy 3111.1 – Selection of Principals* as written; and

BE IT FURTHER RESOLVED, that a copy of the Cincinnati Public Schools *Board Policy 3111.1 – Selection of Principals* will be posted online and be retained on file in the Office of the Board Members, Cincinnati Public Schools Education Center.

Mike Moroski

REDLINE FOR BOARD APPROVAL 9-13-21

Book Cincinnati City School District Policies

Section 3000 Professional Staff

Title Selection Of Principals

Code 3111.1

Status Active

Adopted November 24, 1975

Last Revised February 12, 2001

Cincinnati City School District Policies

Selection of Principals

The Board of Education recognizes the importance of the school principal in the quality of education delivered at a school. To hold the Superintendent responsible for the results delivered by the system, the Superintendent must have the final decision in selecting people to fill these critically important positions, subject to Board approval as required by state law. At the same time, the unique relationship of principals with staff, parents and other community people makes it important that principals, especially those newly appointed, have the support of these groups. Such support is more likely to be forthcoming if these groups have been involved in the selection process.

- A. Local School Decision Making Committees ("LSDMC") should have a meaningful role in recommending to the Superintendent who should be selected to fill a principalship vacancy.
 - 1. The LSDMC of the school where the vacancy exists should describe its vision of the school, its needs, goals and any particular leadership qualifications and qualities that will benefit the school. This report by the LSDMC (sometimes called a school needs assessment) should be a part of the criteria used by the

Superintendent to evaluate candidates. It should be shared with candidates and should be the guiding criteria used by the LSDMC in evaluating candidates.

2. Administration shall screen principal candidates and develop a pool of principal candidates that may be recommended to the LSDMC for consideration for principal vacancies. The assessment of principal candidates should include situational assessments that evaluate the candidates' ability to respond to matters involving students, staff, or the school community.

2.3. Whenever possible the LSDMC should be given a minimum pool of three candidates to interview. The LSDMC should decide on the interview process and structure, conduct the candidate interviews and record notes or minutes of the process. A report to the Superintendent from the LSDMC concerning the candidates, based upon the school needs assessment they prepared and their candidate interviews, should be considered carefully by the Superintendent. The LSDMC may, if it desires, express its preference among candidates by ranking them.

3.4. The entire selection process involving the candidates and the LSDMC must be confidential to the greatest extent permitted by law.

4.5. During the first two years of the new principal's tenure, the Superintendent shall conduct a performance review of the principal based on the original LSDMC's needs assessment and other factors. This evaluation should be consistent with the Ohio Principal Evaluation System (OPES) and CPS Board Policy 1530 – Evaluation of Administrators. ~~may be in conjunction with the standard annual appraisal of all principals.~~

- B. The Superintendent has the responsibility for selecting principals, subject to state law and the approval of the Board.
1. The Superintendent or his/her designee should be responsible for initially screening candidates and for developing a pool of candidates to be interviewed by the LSDMC.
 2. In the event the Superintendent selects an individual other than the candidate who received the highest ranking from the LSDMC he/she will notify-inform the LSDMC in writing of his/her reasons for his/her recommendation prior to making a public announcement of his/her selection.
 3. The Superintendent must have the flexibility to respond to each situation as he/she believes is in the best interests of the school and the district. Communication with the LSDMC is encouraged, especially when the procedures for selection of a principal must be altered from the standard operations.

Temporary appointments should be as short as possible.

4. The Superintendent makes the selection of the person to fill the vacancy subject to state law and the approval of the Board. He/she should notify-inform the Board of Education of his/her selection in executive session and should notify-inform the LSDMC prior to a public notificationannouncement.

~~5. Special consideration shall be given to insure quality leadership for redesigned schools.~~

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~~a. The Superintendent or his/her designee should insure that all candidates in the pool (as referenced in A.2. and B.1.) interviewed by an interim LSDMC are experienced principals with records of success.~~

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~~b. If the interim LSDMC fails to reach a consensus to recommend the selection of any candidate in the pool or if no candidate for whom there is a consensus accepts appointment, the Superintendent shall appoint the principal.~~

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~~e.a. The Superintendent shall work with the Cincinnati Association of Administrators and Supervisors to develop appropriate incentives to attract experienced principals to redesigned schools applicable to the first three years of the school's operation following redesign.~~

C. The district should create opportunities for advancement within the system.

1. District staff should be given advancement opportunities. Therefore, any pool of candidates considered by the Superintendent should include district principals who qualify and desire to transfer, and other personnel qualifying for promotion.

Adopted: 11/24/75

Revised: 3/14/77

12/8/80

1/25/82

2/7/94

3/14/94

2/12/01

FINAL FOR BOARD APPROVAL 9-13-21

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