



ADMINISTRATIVE PROCEDURE 421
SCHOOL-BASED ADMINISTRATIVE TERM DESIGNATIONS

Background

The Division believes that, through the pursuit of excellence in all its schools, it can fulfill its responsibility to the students in its care. The Division further believes that effective educational leadership at the school level is essential in this pursuit. The Division, therefore, endorses school-based administrative term designations as one means to achieve this goal.

Procedures

1. An appointment to the position of Principal will be for a specified term. A term of appointment will not exceed three years.
 - 1.1 The initial appointment of a teacher to a principalship shall be for one probationary year.
 - 1.2 A designation as Principal, subsequent to a successful probationary year or the expiration of a term designation, shall be for a term of up to three years.
2. An appointment to the position of Assistant Principal will be for a specified term. A term of appointment will not exceed three years.
 - 2.1 The initial appointment of a teacher to the school-based administrative team as Assistant Principal shall be for one probationary year.
 - 2.2 Including a successful probationary year, the designation of a school-based administrative team member shall be for a term of up to three years.
3. A school-based administrative appointment will be made to the Grande Yellowhead Public School Division with a subsequent designation to a specific school.
4. A school-based administrator will be evaluated in his/her role as administrator.
 - 4.1 The Superintendent shall be responsible for the evaluation of the Principal.
 - 4.2 The Principal shall be responsible for the evaluation of an Assistant Principal on their school-based administrative team.
5. Renewal of term appointments is the responsibility of the Superintendent.

Reference: Section 20, 60, 61, 113 School Act

Developed: November 2005