

5.0 Principal Dialogue: Vice-Principal to Principal

5.1 Eligibility for the Principal Dialogue

5.1.1 In order to participate in the Principal Dialogue, applicants must have successfully completed the Resume Review Process and Principal/Superintendent Joint Recommendation Process.

5.1.2 A candidate may be removed from the process if there are serious, documented concerns with the candidate's performance of their current job. This decision will be made in consultation with the appropriate Superintendent and with the Executive Superintendent of Employee Services.

5.2 Principal Dialogue Scheduling

5.2.1 Candidates will be scheduled as soon as possible following successful completion of the Resume Review Process and Principal/Superintendent Recommendation Process. Generally, they will be telephoned at least one week prior to their Principal Dialogue and informed of the time and location of their Principal Dialogue. The names of the planned dialogue team are also shared. Despite best efforts to maintain the planned interview team, changing of dialogue team members may be required on the day of interview.

5.2.2 Panel Interview details are also forwarded in writing to the candidate via email within two days.

5.3 The Dialogue Team Members

5.3.1 For Principal candidates, the dialogue team is composed of

- an Associate Director (either Leadership, Learning and School Improvement or Equity, Well-Being and School Improvement) or the Executive Superintendent of Employee Services; and
- a Learning Centre Executive Superintendent (from a Learning Centre other than the one in which the candidate currently works); and
- a Superintendent of Education (from a Learning Centre other than the one in which the candidates also works)

The Principal candidate will be accompanied by their own Superintendent of Education who will provide support during the dialogue.

5.4 The Dialogue Process

5.4.1 General Information

5.4.1.1 Each dialogue will be up to 40 minutes in length and will involve a discussion with the candidate to follow up on their application package. During the discussion with the candidate, probing questions will be asked by members of the Dialogue Panel to learn more about what was outlined by the candidate in their application package. The candidate will provide deeper understanding of their leadership as a result of the probing questions and the answers provided. The interview panel will have a copy of all materials submitted by the candidate as part of the application process.

5.4.1.2 Candidates should focus on the following when responding to questions:

- a. Describe and discuss personal and specific in-school experiences and out-of-school experiences from the perspective of the role of Principal so that you illustrate you possess the required qualities and skills for the position;
- b. Include sufficient details so that the interview team has a complete and in-depth understanding of the body of work you are describing and what you have actually done in a leadership;
- c. Refer to Board policies and procedures and Board priorities as appropriate;
- d. Frame responses, when appropriate around A Vision for Learning and Service, the Integrated Equity Framework, the Leadership Capacity Plan as well as the Multi-Year Strategic Plan;
- e. Illustrate a commitment to students, parents, communities and staff with a focus on deep impact for the most underserved students;
- f. Articulate competency in all areas of the Ontario Leadership Framework/TDSB Equity Leadership Competencies coupled with high acumen within the personal leadership resources.

5.4.1.3 The assessment of the dialogue will be based on these guiding principles:

- a. Responses should reflect the breadth, depth and variety of experiences appropriate for the role of Principal;
- b. The presentation of experiences will reflect the candidate's ability to articulate clearly with a well understood vision and leadership behaviours;
- c. The interview team will consider the practices and indicators described in the Ontario Leadership Framework (Appendix A) and the TDSB Leadership Practices Tool, the Principal's Reference Notes (Appendix B) and the TDSB Equity Leadership Competencies.

5.4.1.4 Candidates are not permitted to bring any materials into the work room other than their application package for reference.