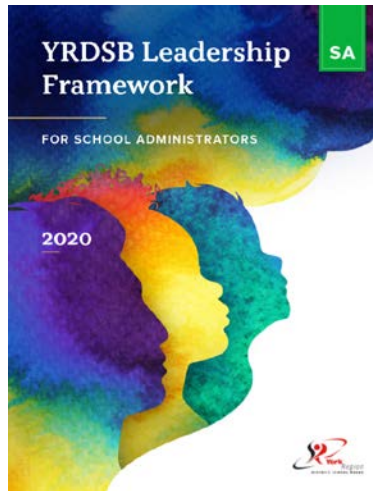# Principal Selection Process 2021 Information Session

Thursday, September 23, 2021

LD_yrdsb   leadershipyrdsb

Beginning In A Good Way

A Moment's Rest

Jessica Desmoulin
Acrylic on Canvas

Agenda

- Welcome

- An Overview of YRDSB

- Introduction of YRDSB Leadership Framework for School Administrators

- Stages in the Principal Selection Process
  - Stage 1: Online Application
  - Stage 2: Formal Interview
  - Stage 3: Reference Check

- Using The BetterEducate Platform

- Role of Leadership Development

- Closing and Questions

Selection Committee

Teams Comprised of:

- 1 Human Resource Services Representative

- 2 Superintendents of Education

Our Board

- As of 2016, the Region of York estimated the population to be approximately 1,110,000.
  (Population is expected to reach 1.5 million by 2031.)

- Nine municipalities are served by the York Region District School Board:
  - Aurora; East Gwillimbury; Georgina; King; Markham; Newmarket; Richmond Hill; Vaughan; Whitchurch-Stouffville

- 181 Elementary Schools and 33 Secondary Schools, plus EVS and SVS

- As of October 2020, the York Region District School Board's enrolment figures are:
  - Elementary   86,377 (60% in-class; 40% online)
  - Secondary   40,600 (79.5% in-class; 20.5% online)
  - Total   126,977

- 4 CECs (Community Education Centres) - Central, East, North, West

Our Board

- 2019-2020 Indigenous Self-Identification
  - Total: 439 Students
  - First Nation (330)
  - Métis (93)
  - Inuit (16)

- 2019-2020 English Language Learners (ELL)
  - Total: 34,775 Students

- 311 Elementary Administrators (2019-20)

- 114 Secondary Administrators (2019-20)

- Board Budget of $1,515,000,000 (2019-20)

York *Region*
DISTRICT SCHOOL BOARD

Mission, Vision and Values

Mission

- To advance student achievement and well-being through public education, which motivates learners, fosters inclusion, inspires innovation and builds community.

Vision

- To be a leader in public education by empowering all students to become engaged and caring citizens of the world.

Values

- Our School Board operates based on a set of values which guides our actions: Inclusivity, Relationships, Innovation, Engagement, Responsibility and Optimism

YRDSB Inspires Learning!

We are looking for dynamic leaders to be Ethical System Change Agents.

We are guided by our Trustees **Multi-Year Strategic Plan** that identifies **four priority areas:**

- Fostering Well-Being and Mental Health
- Championing Equity and Inclusivity
- Building Positive Relationships
- Empowering Ethical Leadership

FOSTER
Well-Being and Mental Health

We create safe, healthy and inclusive learning and working environments.

BUILD
Collaborative Relationships

We build trusting relationships based on respectful and responsive communication.

STUDENT SUCCESS

CHAMPION
Equity and Inclusivity

We develop the knowledge, skills and attitudes to remove barriers in support of all learners.

EMPOWER
Ethical Leadership

We lead ethically by focusing on students and upholding our values.

The YRDSB Leadership Framework and the Multi-Year Strategic Priorities & Director's Action Plan
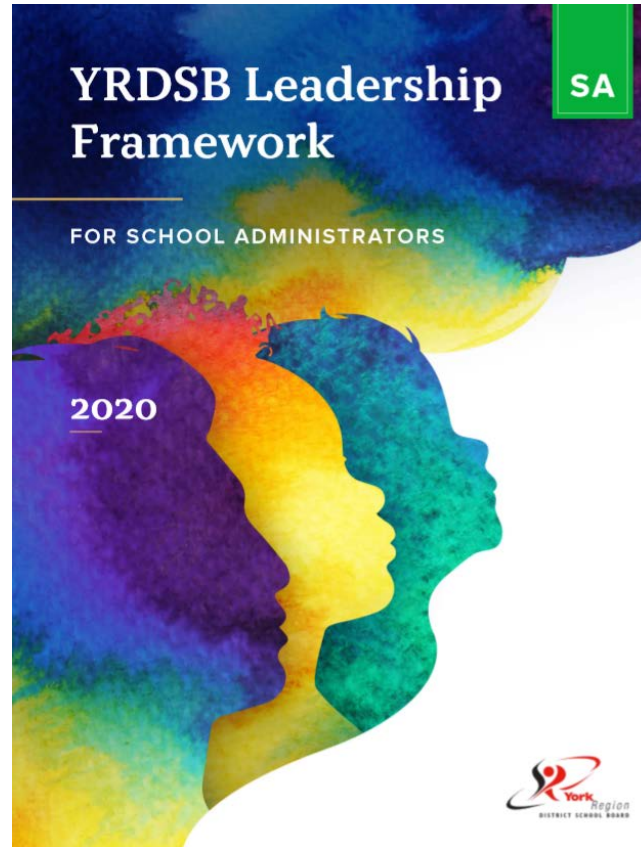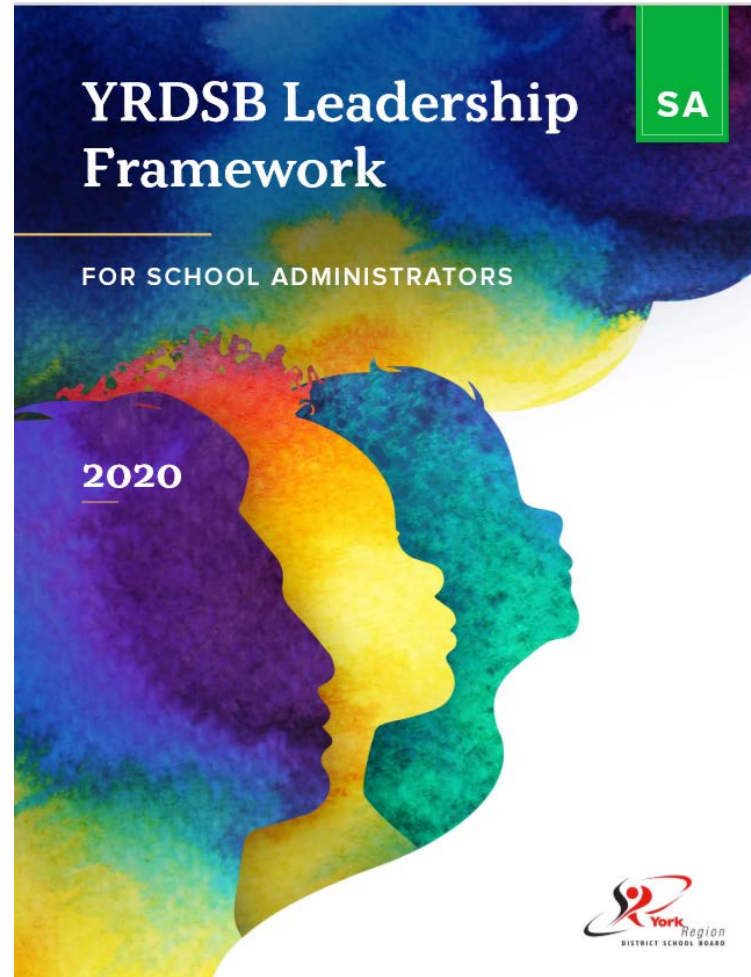
The Leadership Framework and
The Ontario Leadership Framework

- This Leadership Framework was created as a **complement** to the Ontario Leadership Framework with a view to make **equity and ethical leadership competencies clear.**

YRDSB Leadership
Framework

FOR SCHOOL ADMINISTRATORS

2020
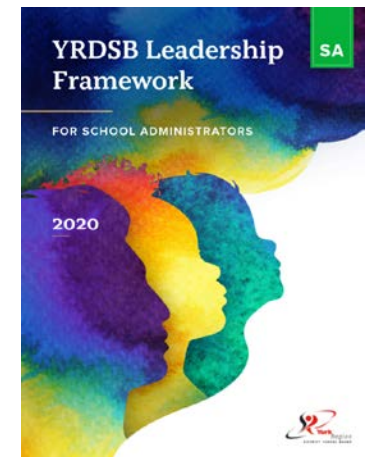
Navigating The Leadership Framework

YRDSB Leadership Framework

- Facilitates a shared vision for leadership and what it means to be a leader in YRDSB

- Plays a key role in anchoring other processes (recruitment, promotion, retention, performance)

- Provides tools for self-reflection and growth planning

- Aligns leadership learning with system and individual needs

- Supports School Improvement Planning

YRDSB Leadership Framework

Collaborative Relationships

This domain focuses on building collaborative relationships to support leadership, learning, and engagement.

Personal & Interpersonal Capacity

Leaders demonstrate self-awareness, engage in self-reflection, and understand the importance of effective communication. They adopt an inquiry and reflective stance that invites all voices to co-create solutions and further develop leadership capacity focused on student and staff success and well-being.

Family & Community Engagement

Leaders create supportive systems for families and communities from diverse backgrounds and identities to engage as partners in ensuring student success. They build understanding of policies, procedures, and practices and invite feedback for improvement.

Human Rights & Inclusion

This domain focuses on ensuring human rights and inclusion are foundational to creating responsive practices, inclusive environments, and equitable outcomes for all.

Indigenous Knowledge & Education

Leaders understand and collaboratively implement the Truth and Reconciliation Commission of Canada Calls to Action 62 and 63 that are focused on teaching and learning through Indigenous ways of knowing. Leaders understand the intersection of social identities and the importance of engaging Indigenous voices. They learn the truth of Indigenous history and apply their knowledge to their work to improve educational outcomes for Indigenous students.

Anti-Racism & Anti-Oppression

Leaders guide their practice based on the requirements of applicable codes, standards, and legislation. They use an anti-racist and anti-oppression lens to identify and remove barriers in order to create culturally responsive practices, inclusive environments, and equitable outcomes.

Equitable & Inclusive Learning Practices

This domain emphasizes the leader's role in fostering learning cultures that promote ongoing critical reflection on practice, shared responsibility for student and staff success, and continuous improvement that is evidence informed and culturally responsive.

Instructional Practice

Leaders provide instructional leadership founded in an environment that fosters continuous learning and improvement. They leverage inclusive structures and collaborative models to fulfill high expectations for success.

Culturally Responsive Practice

Leaders engage in Culturally Responsive Practice that elevates sociocultural consciousness, critically examines processes and programs, and ensures high expectations for all.

Organizational Capacity

This domain focuses on managing effectively, efficiently and collaboratively, which is foundational to leading at the system, school, and department level.

Governance & Strategic Planning

Leaders practice good governance and planning. They engage in data-informed planning, decision-making, and monitoring that focuses on the achievement and well-being of students and is responsive to the needs of staff.

Human Resource Management & Financial Stewardship

Leaders demonstrate the required technical, functional and legal knowledge in support of the system, school and department goals.

Personal & Interpersonal Capacity

Leaders:

Leaders build collaborative, professional
and productive relationships with key stakeholders

Reflective Questions:

- How do you foster an environment that builds trust, where all members feel valued and respected?

- How do you actively build partnerships with staff, families, guardians, local community groups, union partners, and Elders that represent diverse and marginalized voices?

- What strategies do you use to convey authentic care for all stakeholders?

- What strategies do you use when engaging in challenging conversations and managing difficult situations?

Anti-Racism & Anti-Oppression

Leaders:

Understand and lead learning in anti-racism, anti-oppression and social justice principles with staff, families, guardians, community and Elders to create responsive, equitable and inclusive environments

Reflective Questions:

- How do you engage with staff and community in ongoing dialogue about anti-racism, anti-oppression and social justice within the learning and working environments?

- How do you foster an environment which allows for the opportunity to ask questions, engage in dialogue and co-construct new learning?

Principal Selection Process Overview

Process Overview

- The selection process is a summative evaluation of readiness

- It is an elementary and secondary process open to both internal and external candidates

- Assess your readiness by using the **YRDSB Leadership Framework for School Administrators 2020** and **YRDSB Leadership Framework Self-Assessment Tool**

- The Principal Selection Process is not a professional development opportunity

- Apply when ready

2021 Principal Selection Process

- Based on the **YRDSB Leadership Framework for School Administrators 2020**

- Creation and Candidate submission of *"My Leadership Profile"*

- Creation of **YRDSB Leadership Framework Self-Assessment Tool** as a supporting document

Selection Process: Pre-Screening Requirements

Pre-Screening Requirements

- Current or Qualified Vice-Principal
- ~~Satisfactory PPA~~
- Completion of Apply to Education (ATE) screening questions (e.g. discipline history, Ontario College of Teachers #, education, work experience, etc.)
- References to be provided at time of application; references will not be contacted until Stage 3
- Creation of Better Educate Login/Account

Pre-Application Process

External Candidates:

Please follow the steps in this [Quick Reference Guide](#) in order to log in to Better Educate and access the My Leadership Profile which is uploaded to the resume section of Apply to Education (ATE)

Internal Candidates:

Please follow the steps in this [Quick Reference Guide](#) in order to log in to Better Educate and access the My Leadership Profile which is uploaded to the resume section of Apply to Education (ATE)

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Selection Process: Stage One

Stage One: Application Process

- Visit our Careers page at **bww.yrdsb.ca** or **www.yrdsb.ca**

- Posting is hosted on Apply to Education and must have an account to apply

- Application posted on **October 4th** and closes on **October 12th @ 11:30 p.m.**

Stage One: Application Process

Components of the Application:

- Create a profile on Apply to Education

- After Candidates complete their **"My Leadership Profile"** on BetterEducate, candidates download and save the PDF document to their computer

- Candidates will then upload their saved **"Leadership Profile"** PDF to the Resume link on Apply to Education.

Upload Instructions

Please upload the completed PDF copy of your "My Leadership Profile" under **Resume** section in ATE.

Once your application is submitted…

- Receive an automatic acknowledgement

- Recruitment will prepare your application file, check OCT Public Register and current personnel file, etc.

- Selection Team will review all applications for eligibility by criteria and determine a long-list to move forward to Stage Two

- Notifications regarding Stage 2 sent via email Nov 1-Nov 5

Stage Two: Interview

- Virtual Interview

- Interview panel consists of:
  - 2 Superintendents
  - 1 Human Resource Services Representative

Virtual Interview

- Oral presentation on a question received 1 week in advance (10 minutes)

- Interview questions will be sent to you via email upon arrival

Save the Date!

Interview Dates:

- Tuesday, November 16, 2021 (evening)

- Wednesday, November 17, 2021 (day)

- Thursday, November 18, 2021 (day)

Selection Process – Stage Three

Stage 3: References

You will be asked to identify three references at Stage One.
References are to include:

- Current Principal/Supervisor

- Self-Selected Superintendent

- Professional Reference

Communication with Referees

- Referees will be contacted by email immediately after you have been notified that you will be moving to Stage Two

- References will not be shared with selection committee until after your interview

Communication

- You will receive an email at each stage

- Selection process feedback will be provided by members of the selection team

- Occurs at the end of the process for all candidates

Pool of Eligible Principal Candidates for Placement

- Successful candidates will be added to the Pool of Eligible Principal Candidates for Placement

- Candidates will be appointed to the position of Principal as system needs dictate

- Candidates can remain in the pool up to three years
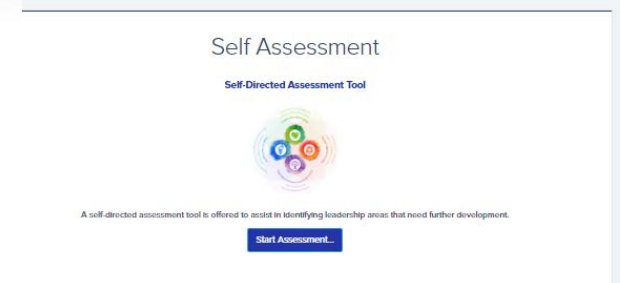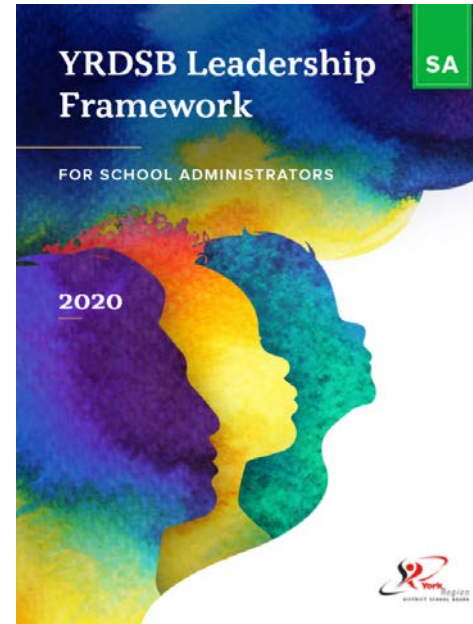
Leadership Development

Role of Leadership Development

- Provides supports for candidates

- Delivers two virtual workshops via Zoom - one prior to each of the stages in the selection process

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Supporting Documents

- YRDSB Leadership Framework

- YRDSB Leadership Framework Self-Assessment Tool

- YRDSB Multi-Year Strategic Plan

- YRDSB Director's Action Plan

Leadership Development and Engagement Workshops

Stage 1
Workshop 1– Preparing your Application Kit
September 29 - 4:30 - 7:00 pm, Zoom (Link to be shared upon registration)

Stage 2
Workshop 2 – Preparing for the Interview
November 10 - 4:30 - 7:00 pm, Zoom (Link to be shared upon registration)

dane.lawrence-prince@yrdsb.ca

sandra.haliburton@yrdsb.ca

tina.wieringa@yrdsb.ca

Application Assistance

- careers@yrdsb.ca

- Contact Recruitment Team
(905) 727-0022 or (416) 969-7170
Extension 2878

- **Apply to Education**

  www.applytoeducation.com

  Application deadline is Tuesday October 12, 2021 at 11:30 p.m.

For further information:

Dane Lawrence-Prince - Principal, Leadership Development and Engagement,

dane.lawrence-prince@yrdsb.ca
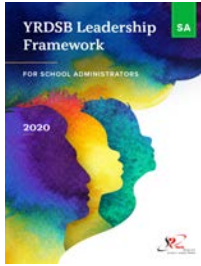
Sandy Haliburton-Principal, Leadership Development and Engagement,

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Wendy Thompson - Principal, Human Resource Services,

wendy.thompson@yrdsb.ca

Timelines

Leadership Development Workshop # 1 Preparing your Application Kit September 29- 4:30 PM

Application closes October 12, 2021 11:30 PM

Virtual Interviews November 16,17,18, 2021

Application opens on Apply to Education October 4, 2021

Leadership Development Workshop # 2 Preparing for the Interview November 10 - 4:30 PM

We look forward to receiving your application!