

Teacher to Vice-Principal Selection Process Timelines for 2022-2023 School Year

Fall 2022 Cycle – The Pre-Interview Process Teacher to Vice Principal:

Date/Time	Details
Monday, September 26th 2022	Posting of Notice of Intent to Apply
Thursday October 6th, 2022 (12:00 noon)	Deadline for Submission of Notice of Intent to Apply
Thursday, October 6th, 2022 (4:30-6:30 pm)	Information Session for Candidates for Fall 2022 Promotion Selection Process Virtual Session – link to be shared
Friday October 14th, 2022 (12:00 noon)	Candidate Application package submission deadline (including Written Reference statement from external applicants)
Monday , October 17, 2022 to Friday, October 28, 2022	Principal/SOE Validation Process
Tuesday November 1st, 2022 (12:00 noon)	Joint Recommendation forms and Resume Results sent to Employee Services from Superintendents
Wednesday, November 2nd 2022	Confirm candidate Validation results with SOE's
Thursday November 3rd, 2022	Candidates informed of the Validation Process by SOE's

Fall 2022 Cycle – The Interview Process Teacher to Vice Principal:

Date/Time	Details
Monday Nov 7th, 2022 (4:30 pm – 6:30 pm)	Interview PD for Candidates Virtual Session – link to be shared/possible change to in-person session
Tuesday, November 15th, 2022	Interview Date: Location: Virtual Interviews (Superintendents and Principal Volunteers will need to reserve these dates)
Thursday November 17th, 2022	Interview Date: Location: Virtual Interviews (Superintendents and Principal Volunteers will need to reserve these dates)
Friday, November 18th, 2022	Elementary/ Secondary Candidates informed of dialogue results

Tuesday, November 22, 2022 (4:30 pm- 6:30 pm)	Meeting for candidates on the Promotion Lists (new additions to the list) Virtual Session – link to be shared
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Spring 2023 Cycle – The Pre-Interview Process Teacher to Vice Principal:

Date/Time	Details
Friday, November 4, 2022 (12:00 noon)	Posting of Notice of Intent to Apply
Friday, November 18, 2022	Deadline for Submission of Notice of Intent to Apply
Monday, November 21, 2022 (4:30 p.m. to 6:30 p.m.)	Information Session for Candidates for Spring 2023 Promotion Selection Process Virtual Session – link to be shared
Wednesday, November 23, 2022	Email Promotion Package to new candidates for Fall 2022 Promotion Selection Process
Monday, December 5, 2022	Request for Principal volunteers for Interviewing (Email form to SOE's)
Monday, January 9, 2023 (12:00 noon)	Candidate Application package submission deadline (including Written Reference statement from external applicants)
Wednesday, January 11, 2023	Principal Volunteer Responses Due
Wednesday, January 11 to Thursday, January 26, 2023	Principal/SOE Validation Process
Friday, January 27, 2023 (12:00 noon)	Joint Recommendation forms and Resume Results sent to Employee Services from Superintendents
Monday, January 30, 2023	Confirm candidate Validation results with SOE's
Wednesday, February 1, 2023	Candidates informed of the Validation Process by SOE's

Thursday, February 2, 2023 (8:30am to 11:30am.)	Interview Training for Principals Virtual Session – link to be shared
Tuesday, February 7, 2023 (6:00 p.m. to 8:00 p.m.)	Interview Training for Parent Volunteers – Virtual Session – link to be shared

Spring 2023 Cycle – The Interview Process Teacher to Vice Principal:

Date/Time	Details
Thursday, February 9, 2023 (4:30 pm – 6:30 pm)	T to VP Interview PD for Candidates Information Session on the Interview Process Virtual Session – link to be shared
Tuesday, February 21, 2023 Thursday, February 23, 2023 Monday, February 27, 2023	Interview Dates: Location: Virtual Interviews (Superintendents and Principal Volunteers will need to reserve these dates)
Thursday, March 2, 2023	Confirm Interview results with SOE’s
Friday, March 3, 2023	Candidates informed of Interview results
Tuesday, March 21, 2023 (4:30 p.m. – 6:30 p.m.)	Meeting for candidates on the Promotion Lists (new additions to the list) Virtual Session – link to be shared