



**ELEMENTARY PRINCIPAL/VICE-PRINCIPAL  
AND SECONDARY PRINCIPAL/VICE-PRINCIPAL  
PROMOTION PROCESS  
SPRING 2019 TIMELINE**

- |   |                                     |
|---|-------------------------------------|
| 1. <b>Application package</b> for promotion to elementary principal/vice-principal and secondary principal/vice-principal are to be submitted electronically. Please remember you must click " <b>Submit</b> " on your application by 12:00 p.m. (noon) on January 21 <sup>st</sup> for consideration. If you make any changes in your package after you submit and before the deadline, please remember to resubmit. | By 12:00 p.m.<br>January 21, 2019   |
| 2. <b>Screening of Application Packages</b> Candidates who have submitted applications will hear from the superintendent whether they were successful or not in the screening process.  | By February 25, 2019                |
| 3. <b>Presentation/Interview</b>  | Between<br>March 18 – April 3, 2019 |
| 4. <b>List of candidates</b> who are to be considered for promotion presented to the Board.   | April 23, 2019                      |
| 5. <b>Appointments</b>  | As needs are known                  |