

DSA Principal Selection Engagement Plan – 2019

Date and Timeline	Process Steps	Responsible Parties
Phase I: Inquiry and Exploration <u>Objectives:</u> <ul style="list-style-type: none"> • Provide a space for the community to make their voices heard • Allow the community to express what they think leadership should look like at DSA • Use community feedback and input to inform the Principal Selection Process 		
Week of February 18th	Planning and Exploration <ul style="list-style-type: none"> • Collaborate with Family Liaison, Benjamin Espinoza, on this process • Identify school events already taking place • Identify opportunities for community to participate in the process 	FACE
Phase II: Focus Groups/Scheduling <u>Objectives:</u> <ul style="list-style-type: none"> • Identify potential dates to for focus groups • Provide various opportunities for the community be involved in the process • Collect feedback from the community that will help inform the process • Ensure parent/community voices are heard 		
Potential School Events/Meetings for Focus Groups or Live Surveying	School Principal Input Survey <i>(could distribute paper survey's during intermission, upon entry or exist)</i> <ul style="list-style-type: none"> • Friday, March 1, 12:40-1:10pm – Jr Open House • Wednesday, February 27, 7pm – Senior Dance Projects • Wednesday, February 28, 6pm – Visual Arts Exhibit • Wednesday, February 28, 7pm – Senior Dance Projects • Friday, March 1, 7pm – Senior Dance Projects • Saturday, March 2, 7pm – Orchestra Concert • Sunday, March 3, 3pm – Orchestra Concert • Tuesday, March 2, 6pm – MS Open Mic & Theater Improv Night • Thursday, March 7, 7pm – Creative Writing & Dance Collaboration • Friday, March 8, 12:40-1:10pm – Jr Open House 	FACE

	<ul style="list-style-type: none"> • Friday, March 8, 4pm – Speech Meet • Friday, March 8, 7pm – Creative Writing & Dance Collaboration • Saturday, March 9, 7am – Speech Meet • Tuesday, March 12, 4:30pm – PTSA Meeting • Wednesday, March 13, 7pm – Band Spring Concert • Thursday, March 14, 7pm – Men on Boats • Friday, March 15, 12:40-1:10pm – Jr Open House • Friday, March 15, 4pm – Men on Boats • Friday, March 15, 7:30pm – Men on Boats • Saturday, March 16, 2pm – Men on Boats • Saturday, March 16, 7pm – Men on Boats 	
Phase III: Outreach Objectives: <ul style="list-style-type: none"> • Inform the community of the Principal Selection Process • Inform the community of opportunities to engage in the process • Offer the community various ways of participating 		
Week of February 25th	<ul style="list-style-type: none"> • Tuesday, February 26, 4pm – CSC Meeting to review Principal Selection Process <ul style="list-style-type: none"> ○ Review timeline and process with CSC • SPSAC Applications & Community Feedback via “School Principal Input Survey” Go LIVE 	FACE will support
Week of February 25th	<ul style="list-style-type: none"> • Develop Rubric for CSC Review that will be used to evaluate and determine final selection for the SPSAC 	Due 02/28/2019
Week of March 4th Potential Dates for Additional Community Focus Groups	<ul style="list-style-type: none"> • SPSAC Applications due March 5th, 8am • Thursday, March 7, 4pm – CSC Meeting to determine SPSAC Members <ul style="list-style-type: none"> ○ Finalize meeting agenda and process of meeting by 3/5/2019 Focus Groups: <ul style="list-style-type: none"> • To inform the development of documents for the selection process • Can divide into student and community groups to ensure voice is given to all participants <ul style="list-style-type: none"> ○ Monday, March 6, 5:30pm 	FACE will support

	<ul style="list-style-type: none"> Monday, March 7, 5:30pm 	
Week of March 11 th	<ul style="list-style-type: none"> Monday, March 11, 8am – Community Feedback via “School Principal Input Survey” DUE <p>Final Focus Group</p> <ul style="list-style-type: none"> To inform the development of documents for the selection process <ul style="list-style-type: none"> Monday, March 11, 5:30pm <p>SPSAC Meets:</p> <ul style="list-style-type: none"> Tuesday, March 12, 4-7pm – SPSAC meets to participate in HR training, develop principal profile, and select interview candidates <ul style="list-style-type: none"> Finalize facilitation agenda to guide the discussion in order to co-develop interview questions for the interview committee, by 3/8 	FACE will support
Week of March 18 th	<ul style="list-style-type: none"> Tuesday, March 19, 5-7:30pm – Principal Candidate Interviews Wednesday, March 20, 11:30am-2pm – Learning Walk with Assistant Principal Wednesday, March 20, 6-8pm – Community Forum <ul style="list-style-type: none"> Finalize agenda by 3/18 to include both large group discussion and small group discussion with candidates 	FACE will support
Phase IV: Principal Selection		
Week of April 1 st	<ul style="list-style-type: none"> Superintendent Interview Leader Named 	Communication Support
END		