

SCHOOL-BASED DECISION MAKING (SBDM) POLICY

School: Pleasure Ridge Park High School (PRP)

Subject of Policy: **Principal Selection**

Policy Statement:

Once the superintendent has verified a vacancy, the SBDM Council will form an interview committee. The principal selection interview committee shall consist of the SBDM Council and three additional members. When selecting these additional members, the Council will ensure that the committee contains a diverse representation, inclusive of racial diversity. The outgoing principal shall not serve on the Council during the principal selection process. The superintendent or the superintendent's designee shall serve as the chair of the council for the purpose of the hiring process and shall have voting rights during the selection process.

The interview committee, as established above, shall develop a survey and conduct meetings to get input from the teachers, staff, parents, and community members for the development of specific criteria for the selection of the principal. The SBDM Council shall communicate to the school community the timeline for the selection of the principal. The interview committee shall have access to the applications of all persons certified for the position. No principal who has been removed from a position in the district for cause may be considered for appointment as principal.

The interview committee will schedule a series of meetings to review applicants' materials, formulate interview questions using the criteria, and conduct the oral interview, and complete written tasks as requested... The committee may request that one or more candidates return for a second interview. All interviews and discussions of candidates will be conducted in closed sessions.


After a thorough discussion and review of the candidates, the interview committee shall make a recommendation of its top choice to the SBDM Council. After consideration has been given to the committee's recommendation, the council shall have the responsibility of selecting the principal for the school as mandated by KRS.160.345. The principal shall be selected on a majority vote of the membership of the council, and the minutes reflecting this vote will be immediately forwarded to the superintendent's designee for review. The selection of the principal shall be subject to approval by the superintendent. If the superintendent does not approve the principal selected by the council, then the superintendent may select the principal. If the council is unable to make a choice, the council will ask the superintendent for other available candidates to interview or to appoint an interim principal for a period of no longer than one year.

Date of First Reading: 5/13/2024

Date of Second Reading: 6/11/2024

Date Adopted: 6/11/2024

Date of Yearly Review: 5.12.2025
Date of Yearly Review: 5.11.2026

Signature:  _____
(SBDM Council Chairperson)