

School Council Role in the Hiring of a Principal

Chart of Frequently Asked Questions

Questions	Answers
What is the school council's role in the new principal selection process?	To offer advice to the Superintendent and school board on the hiring of a principal.
What is the process?	The Superintendent submits a list of candidates to the school council for consideration. The council reviews the list and submits its advisory recommendation back to the Superintendent.
Who has the final decision on hiring a principal?	The Superintendent and School Board.
Will the school council see the list of all candidates?	As far as we know, the answer is no. There are many reasons for this. In some instances, candidates may not have made it through the initial screening process for reasons that should not be in the public domain.
Who checks references and background information on the candidates?	The school system's Human Resource Department.
Will the school council have access to background information and references on the candidates?	As an advisory group the school council will not have this information at its disposal. Such information is generally considered private and is held closely by the entity responsible for ultimate hiring.
Do we interview candidates at the same time or separately?	Candidates are interviewed separately.
Will the school council have guidance and advice during the process?	Yes. The system's consultant for school council has been involved in all previous situations and will be available to your council. The consultant will conduct a briefing for the school council in preparation for this initiative.
Is the school council limited to the questions it can ask of a candidate?	There are questions that are considered private and not germane to the interview process. Asking of certain of these questions can have consequences. Note: The Consultant Advisor will guide you through this process at the briefing.
Suppose the system does not find a candidate it considers suitable. Can the system administratively assign someone to the school?	Yes. The final decision on the employment of a principal rests with the Superintendent and School Board. Generally, and when feasible, the council is advised in such a situation.
Will we get information on why certain candidates did not make the "cut"?	Generally, no. Here again, this is sensitive information that remains with the entity that actually hires.
How many candidates are sent to the school council for consideration?	Generally, three candidates are sent for consideration. However, depending on the pool of candidates, it could be fewer or more.

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Will we know the ranking of the candidates when the list is received?	No. Such information could possibly influence the advisory process.
Suppose we have a candidate we would like to recommend?	All persons interested in the position should be encouraged to submit their information to the school district's Human Resources Department.
Suppose the school council sees no one it desires to recommend?	Then, the school council will communicate that message to the Superintendent following a vote of the membership reflecting such a sentiment.
What is a "closed" meeting?	Under the open meeting law that governs school councils, the council is permitted to conduct certain activities in a closed session. Personnel matters can be discussed in closed sessions by those persons who are elected or appointed members of the school council. Any action taken (recommendation of a principal, for an example), however, must be in public or in open session.
Does the departing principal participate in the council's deliberations?	The departing principal is an official member of the school council. As such, the principal is eligible to participate. However, the principal may decide to recuse themselves in order to remain objective.
Who is involved in the process?	The elected and appointed members of the school council are involved in the process. In most cases this includes the two teachers, at least three, and the community/business partners. Anyone is permitted to witness the open session of the council when it votes on the recommendation. The interview of candidates, deliberation and the discussion of candidates are conducted in closed or executive sessions with council members only.
What happens if the school council does not agree with the Superintendent's selection?	The school council has to remember that its recommendations are advisory. However, the Superintendent and the School Board value your input and counsel.
Who do we contact if we have additional questions?	Charles F. McMillan, Sr. McMillan and Associates 912/604-1192 Email: cmcmillan42@gmail.com