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**Employee Services**  
2<sup>nd</sup> Floor, 5050 Yonge Street  
Toronto, ON M2N 5N8

**Parent Representative Participation in Vice-Principal Interviews  
– Training for the New Process**

Dear Parent Representatives:

As you may be aware, The Toronto District School Board currently includes a Parent Representative on Vice-Principal Interview Committees.

This communication contains information about the upcoming Vice-Principal interviews, as well as an Expression of Interest Form to complete if you are would like to participate as a Parent Representative.

The P/VP Process and Interview Training Session is scheduled for:

Monday, October 20, 2014  
6:00 pm to 7:30 pm  
5050 Yonge – Boardroom.

**Attendance at this Training Session is mandatory** in order to participate as a Parent Representative on a Vice-Principal Interview Team. Earlier this year, the selection process was updated to align with the Ontario Leadership Framework. If you previously attended an interview training session, you will need to attend again in order to receive the updated information.

For the Fall 2014 cycle, Elementary Vice-Principal interviews are scheduled for:

Thursday, October 30, 2014

All interviews are held at 1 Civic Centre Court (Burnhamthorpe and Hwy #427) during the day; Parent Representatives would be required to be in attendance from 8:00 am until no later than 4:30 pm.

- You will be informed by e-mail no later than the week prior to the scheduled date if you have been placed on an interview team or identified as an alternate interviewer for the day.
- You will not be scheduled for more than one of these dates. Depending on the number of interview teams scheduled, not all parent representatives may be required.
- The interview day begins with a team caucus at 8:00 am with the site coordinators. The last interview of the day will commence no later than 3:30 pm.

If you would like to participate in the Fall 2014 interviews, please complete the attached form and return no later than October 10, 2014.

Thank you in advance for your interest and support in this important process.



**Parent Representative Participation in  
Vice-Principal Interviews for the Fall 2014 Cycle**

**Expression of Interest Form**

If you would like to participate in the Vice-Principal interviews, please complete and return this form by email to PVP\_Process@tdsb.on.ca, or by fax 416-397-3484, no later than **October 10, 2014**.

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are you currently, or have you ever been, employed by TDSB?     Yes     No

If yes, please provide your employee number: \_\_\_\_\_

Panel Preference (you may select both):     Elementary     Secondary

School(s) Your Child/Children Attend: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Do you have any conflict of interest you wish to declare?

\_\_\_\_\_  
\_\_\_\_\_

Your Ward/Family of Schools affiliation: \_\_\_\_\_