



ELEMENTARY PRINCIPAL & VICE-PRINCIPAL SECONDARY PRINCIPAL & VICE-PRINCIPAL

2025-2026 SELECTION PROCESS TIMELINES

DATE	ACTION
September 10, 2025	Post Advertisement Online <ul style="list-style-type: none"> Communication to system Leaders.
September 15, 2025	Candidate Information Session <ul style="list-style-type: none"> To be held virtually on Monday, September 15th, 2025, 4:00 - 5:00 pm Registration form posted on the Careers Page
September 29, 2025	Application Deadline <ul style="list-style-type: none"> Application form must be submitted online by 5:00pm. Candidates will be notified whether they will be advancing to the portfolio review stage of the process no later than October 1st, 2025.
October 8, 2025	Portfolio Submission Deadline <ul style="list-style-type: none"> Leadership portfolio must be received in Human Resources by 12:00 pm.
October 27 & 30, 2025 November 3rd, 2025	Portfolio Review Meetings <ul style="list-style-type: none"> Candidates required to participate in the Portfolio Review Meeting will be notified of their meeting date during the latter part of the week of October 13th, 2025.
November 10, 2025	Notification to Candidates (Long-List) <ul style="list-style-type: none"> Candidates not proceeding will be offered a debrief on Friday, November 21st, 2025. Proceeding candidates will be provided with a Reference Form for completion with a submission deadline of November 18th, 2025.
November 17, 2025	Case Study Exercise (24 hours Online) <ul style="list-style-type: none"> Candidates complete case study independently outside of regular school hours. Case Study Submission, and Reference Check Form, due by November 18th, 2025 by 12:00 pm
November 19 - December 12, 2025	Reference Checks <ul style="list-style-type: none"> For NEW applicants only
November 24 - December 10, 2025	Case Study Evaluations
January 15, 16 & 19, 2026	Presentations and Panel Interviews
February 10, 2026	Director's Executive Council <ul style="list-style-type: none"> Approval of successful candidates.
February 13, 2026	Notification to Candidates <ul style="list-style-type: none"> Recommended or not recommended.
March 11 & 12, 2026	Candidate Debriefs

