

## It's Principal Selection Season

It's that time of year when some schools find they need to go through the principal selection process. Whether your school is currently in the selection process or is planning to begin the process this summer, there are some things to remember:

- KDE does NOT provide a Principal Selection Module, nor are there EILA numbers provided. This is due to the selection of a principal being a unique process to individual schools.
- KDE does provide a Principal Selection Guidebook that can be used while going through the process of principal selection.
- Each school council going through principal selection must go through principal selection training, with the trainer being chosen by the school council. This training can be provided by a district office person or a person from one of the local educational cooperatives or other professional organizations. Training should be focused on legal interviewing techniques and questions as well as goals for the school and community in hiring a new principal.
- The outgoing principal does not serve as chair of the school council during principal selection. The chairperson of the council during principal selection is the district superintendent or their designee and will be allowed one vote. The appointed chairperson should not be the same person who conducts the principal selection training.
- If the principal job posting ends prior to June 30, the outgoing school council will need to complete the selection process before its term ending June 30. If the posting or the process continues past July 1, the new school council will complete the selection process and select the new principal.

## Welcome Ashlie Cox



Ashlie Cox joins the Office of Next Generation Schools and Districts this month as an SBDM Program Consultant. Ashlie comes to the office with five years of classroom teaching experience, including reading and math intervention, and two years of classroom technology

integration and IT troubleshooting experience. Ashlie received her bachelor's in elementary education from Murray State University and her master's in educational technology from Boise State University. Ashlie lives in Lawrenceburg with her husband, Miles, and their daughter, Lilly. Ashlie has a passion for children and education and believes that every student can be successful when given the chance. She enjoys working out, running races, couponing and cheering on the Indianapolis Colts and Louisville Cardinals. Ashlie can be reached at (502) 564-3791, ext. 4014 or at [ashlie.cox@education.ky.gov](mailto:ashlie.cox@education.ky.gov).



# Spotlight on Russell Independent Schools

By Deneen Zimmerman

Russell McDowell Intermediate is a 4th- and 5th-grade school in the Russell Independent school system. Its school council has always placed student achievement as its number one focus. The policies it creates are ones that directly or indirectly impact students in a positive way. It has always had active parent participation and involvement in every aspect of SBDM. The parents ask insightful and guiding questions and have offered a wealth of expertise in drafting policy over the years. Some examples include continual improvements to their instructional practices policy, acceleration policy, bring-your-own-device policy, attendance policy, homework policy, discipline policy, Response to Intervention Policy and challenged materials policy.

When I asked the principal, Heather Aldrich, what she was most pleased with, she shared, "I am most pleased with the research and rich discussion that lead to our homework policy that has been of great benefit to our students being able to be kids in the

evenings. Additionally, we revised our discipline policy several years ago to meet the needs that our data was showing. We were able to implement the PBIS approach many years ago. From that, we now use SWIS data tracking to analyze many areas throughout the building, times of day the events occurred, the type of event, months of most events, et cetera. From this data we have made many wonderful organizational changes to provide a safer environment for our children and one that is focused on positive self-redirection. We have very few incidences of reported behaviors due to this approach. In working with KYCID on perfecting our PBIS approach, we then felt it was time for us to take our school to the next level. I am proud to say that for the past four years we have been recognized as a Leader in Me School. Our student leadership model was just featured in a local magazine that is circulated in three states."

The school's teachers, parents and community working together for their

students have brought all of these wonderful attributes about. Each year the academic achievements continue to rise, and they are ranked as one the top of elementary schools in the state. Each year the students win the district and regional Governors Cup competitions, and the school recently established a mini-Science Olympiad with their students to prepare them for middle school competition and instill a love for science. Students also have many opportunities to participate in arts and athletics extracurricular activities due to the vision of the council, parents and staff.

With the most recent change in state accountability rankings, the school is consistently maintaining a proficient ranking. The SBDM parent members attend a three-hour data analysis of state assessment results training alongside the teachers so they fully understand what the results mean for the school. Their goal is to be distinguished and show growth in all students.

## Summer consultation

KDE recommends having a very specific clause within your school council consultation policy regarding consultation and quorum. This is important as vacancies may arise over the summer while school council members are unavailable due to travel and other obligations. Without a statement on quorum in the consultation policy, a school could miss out on a highly qualified and in-demand candidate due to the council being required by its policy to wait for the majority of members to be present.

A sample clause is as follows: *If a quorum of the members of the school council is not available, at a special called meeting, for the primary purpose of conducting consultation in the filling of a vacancy, the principal may conduct consultation with those members present.*

## Election FAQ update

Below are some of the questions the KDE SBDM office has received this year regarding elections followed by responses. More questions and answers can be found in the [Election Handbook](#), both of which can be found on the SBDM webpage.

Q: What do we do when no teacher candidates get a majority of votes after several rounds?

A: When there is one council seat remaining, and a majority cannot be reached, KDE recommends the school wait until the fall to complete the election. Schools that have done this have found it much easier to get the teacher member seat filled without dividing the staff of a school further by continuing to vote.

Q: Can two parents from the same family serve as parent representatives on a school council?

A: Both parents may serve as parent representatives on the same council.

Q: Can a parent representative who has children in two schools serve on both school councils?

A: Yes, a parent who has children at multiple schools may serve on multiple councils.

Q: Who is and isn't eligible to serve as parent representatives?

A: The candidate must be a parent, stepparent, foster parent or a person who has legal custody of a student pursuant to a court order and with whom the student resides. The candidate cannot be an employee of the school in which that parent serves, be a relative of an employee of that school, be an employee of the board of education or their spouse or be a local board member or their spouse.

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