

## **MEMORANDUM**

**To: Staff, School Council & Parents – J.T. Foster School**

**From: Darryl Seguin, Superintendent**

**Date: January 31, 2020**

**Reference: New Principal - Profile**

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As you may know Mr. Roger Doucet has been Acting Principal at J.T. Foster School for the 2019-2020 school year. We have advertised to fill the position on a permanent basis.

We would appreciate your input in helping define the desired qualities for the new principal, and we will factor that into our deliberations during the selection process.

The following three questions may help focus your thinking in this regard, although you may certainly include any other points that come to mind:

- 1) What are the current needs within your school community?
- 2) What professional and personal qualities are important for the new principal to possess?
- 3) What advice would you offer to the new principal?

This could be done by the school council as a whole, or individually, depending on your preferences. However, I would like to know if the response is from the whole council or just an individual member.

In order to allow sufficient time to use the profile in short-listing candidates and preparing for interviews, I am requesting a response by Friday, February 14, 2020. The enclosed form can be used, if you wish, to assist in your response.

I look forward to receiving your suggestions.

Regards,

Darryl Seguin  
Superintendent

Attach.

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## Principal Profile Information

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**School: J.T. Foster School**

*Please summarize your responses to the following questions as you provide input as to the desired qualities for the new principal at your school.*

1. What are the current needs within your school community?
2. What professional and personal qualities are important for the new principal to possess?
3. What advice would you offer to the new principal?
4. Other comments:
5. Is this response being done by an individual or a group? Individual  Group   
If group, please indicate which group:

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***Please fax to Darryl Seguin, Superintendent at 403-553-0370, email at centraloffice@Irsd.ab.ca, or return to Central Office by Friday, February 14, 2020 (Include additional pages if required.)***