

Austin Independent School District

Craig Shapiro, Ed D
Associate Superintendent of High Schools



September 4, 2019

Dear McCallum High School Community:

The Austin Independent School District is committed to choosing a principal for McCallum who will continue to lead your school in a positive direction and be responsive to the needs of the McCallum community. It is time to begin the work of selecting a permanent principal for McCallum. This selection process is an extremely important task that involves the entire school community.

The process for selecting a school leader will include meeting with parents, teachers, and community representatives to identify characteristics that the McCallum community wants in a principal for the campus. The interview committee to select the new principal will include members from the High Schools Office, AISD's Human Resources Department, McCallum parents, teachers and CAC representatives. This committee will recommend a minimum of three finalists to the Superintendent for consideration. The Superintendent will make the final selection for approval by the Board of Trustees.

The timeline for the selection process is as follows:

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| September 26, 2019
4:45-5:45 pm | • The Campus Advisory Council co-chairs, Sheila Henry and I will meet with the faculty at McCallum High School to develop a characteristic profile of the principal who can best serve the campus. |
| September 26, 2019
6:00 - 7:00 pm | • The CAC co-chairs, Sheila Henry, and I will meet with the McCallum parents and community to develop a characteristic profile of the principal who can best serve the campus. |
| October 1 st , 2019
1:30pm | • Vertical Team Principals, a representative from the Office of Human Resources, Sheila Henry and I will screen for applicants who match the profile developed by the staff and community and select candidates to participate in the interview process. |
| October 17 th , 2019 | • The CAC Co-Chairs, two McCallum faculty members, two parents, and I will interview the candidates and identify at least three finalists. |
| November 12 th , 2019 | • The Superintendent, Chief of School Leadership and I, will interview the finalists. The Superintendent will recommend one candidate to the Board of Trustees. |

Your support for McCallum High School is valued and appreciated. I look forward to your input at the meetings. If you have any specific feedback, you may submit your input to Sheila Henry via e-mail at Sheila.henry@austinisd.org.

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