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| Johnson Primary School Council | Minutes 2024-2025 |
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Meeting Date 12/11/24 Meeting Location: Zoom

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| Members present | Ty Quam, Jahnie Dee Gomez, Suzette Madri, Yesenia Lopez, Darlene Galindo, Maria Valdez, Virginia Zuniga and Amanda Schmanski |
| Members absent | Kassondra Bennett |
| Constituency group represented | No |

I. Called to order at 4:00 pm by Ty Quam

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| II. No Approval of Minutes presented | |
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| DISCUSSION NOTES | |
| CONCLUSIONS | |
| ACTION ITEMS | |

III. Call to the audience

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| DISCUSSION NOTES | N/A |
| CONCLUSIONS | |
| ACTION ITEMS | |

IV. Reports

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| REPORTS TO REVIEW | Johnson Primary principal hiring process discussion |
| DISCUSSION | Today's Zoom meeting and discussion were led by Dalila Durazo, Executive Assistant from the TUSD Human Resources department; Jon Fernandez, HR Chief Officer; Monica Sanchez, Director of Diversity Recruitment; and Brian Lambert, Assistant Superintendent of the Silverbell Region. The meeting |

focused on the principal job description, the principal selection process, interview panel composition, professional standards for educational leaders, principal interview questions, and an overview of the interview day and timeline.

Principal Job Description: The principal job description includes the following key components:

- Job Summary
- Minimum Requirements
- Preferred Qualifications

Principal Selection Process:

The process for selecting a principal consists of seven steps:

1. Identification of need
2. Recruitment
3. Screening
4. Secondary screening
5. School council interviews
6. Superintendent interviews
7. Governing board appointment

Interview Panel Composition: The interview panel for selecting the next school principal includes:

- 1 School Council Facilitator
- 1 Teacher Representative
- 1 Classified Staff Member
- 1 Parent/Community Member
- 3 Members-at-Large (selected by the school council)
- 1 Regional Assistant Superintendent
- 1 ELI (Executive Leadership Initiative) Member (central selection)
- 1 Central Management Representative (central selection)

Professional Standards for Educational Leaders:

The discussion focused on 10 professional standards, with one interview question to be developed per standard. Additionally,

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| | <p>two site-specific questions must be created and submitted to HR. The 10 standards are as follows:</p> <ol style="list-style-type: none"> 1. Mission, Vision, and Core Values 2. Ethics and Professional Norms 3. Equity and Cultural Responsiveness 4. Curriculum, Instruction, and Assessment 5. Community of Care and Support for Students 6. Professional Capacity of School Personnel 7. Professional Community of Teachers and Staff 8. Meaningful Engagement of Families and Community 9. Operations and Management 10. School Improvement <p>Principal Interview Day Overview: The interview day process includes:</p> <ul style="list-style-type: none"> • Introductions • Review and assignment of interview questions • Candidate interviews (30–45 minutes each) • Candidate score review and selection of two finalists <p>Tentative Timeline for the Principal Interview Process:</p> <ul style="list-style-type: none"> • Johnson School Council Interviews: February 12, 2025 • Superintendent Interviews: Week of February 17, 2025 • TUSD Board Appointment: February 25, 2025 |
| <p>CONCLUSIONS</p> | <p>Johnson's parent representatives, Darlene Galindo and Yesenia Lopez, asked and requested clarification about the steps required to retain the current principal, Mrs. Cota. In response, TUSD Human Resources members on Zoom referred to Policy Code GCFB, Section G: Personnel, which addresses the hiring of retirees from the Arizona State Retirement System (ASRS). The purpose of this policy is to provide guidance to the superintendent on filling vacancies with ASRS retirees while ensuring an equitable process and compliance with ASRS rules and regulations.</p> |
| <p>ACTION ITEMS</p> | |
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V. Action Items

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| ITEM TITLE | |
| DISCUSSION NOTES | No action item on the agenda |
| RESOLUTION | |
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VI. Submission of items for next agenda.

Principal report

VII. The meeting was adjourned at 4:50pm by Mr. Quam

Motion to adjourned by Virginia Llamas