

BOARD BRIEF

Date: May 10, 2019

For ACTION \_\_\_\_\_

For INFORMATION  X

Board Agenda: Yes \_\_\_\_\_

No  X

**FROM:** Betty E. Hobbs, Ed.D., Acting Chief Human Resources Officer

**THROUGH:** Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools  
Terri H. Mozingo, Ed.D., Chief Academic Officer

**TO:** The Honorable Cindy Anderson, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Teacher, Principal and Assistant Principal Interview Processes

**BACKGROUND:** ACPS Strategic Plan, Goal 3, An Exemplary Staff states, "ACPS will recruit, develop, support and retain a staff that meets the needs of every student." It further states that ACPS will hire the best employees possible and create an environment that motivates, competitively compensates, and retains them. Recommendation 9 in the Gibson Audit for Human Resources states, "Implement practices to proactively identify and address the root causes of employee turnover and use this data to inform recruit and retention strategies. Additionally, recommendation 11 in the Gibson Audit states, "Implement strategies to more competitively recruit and hire minority teachers."

**SUMMARY:** We find ourselves in a highly competitive environment when recruiting and retaining highly qualified teachers, principals and assistant principals. As we compete with neighboring jurisdictions, we must attract and retain the best and brightest staff to be committed to ACPS and our diverse student population.

This year, we worked with principals and assistant principals to develop consistent processes for interviewing and recommending teachers, principals and assistant principals for hire. These processes, as stated in the attachments, provide consistency across the school division in identifying requirements and expectations for new teachers, principals and assistant principals. We also developed questions that have been placed in Canvas for administrators to use that focus on equity, diversity, vision, integrity and passion.

**RECOMMENDATION:** The Superintendent recommends School Board review.

**ATTACHMENTS**

- 190510\_Teacher Interview Process
- 190510\_Principal and Assistant Principal Interview Processes

**CONTACT:** Betty E. Hobbs, Acting Chief Human Resources Officer at (703) 619-8167