



**POLICY REVIEW COMMITTEE  
REPORT NO. 25-021**

**10 APRIL 2025**

**RESCISSION OF P 082 HR - SELECTION, TRAINING, PLACEMENT,  
AND APPRAISAL OF STAFF FOR THE POSITIONS OF PRINCIPAL AND  
VICE-PRINCIPAL**

**Key Contact: Shawn Lehman, Superintendent of Employee Services**

**PURPOSE:**

1. To seek approval for the rescission of [Policy P 082 HR - Selection, Training, Placement, And Appraisal Of Staff For The Positions Of Principal And Vice-Principal](#) (Appendix A).

**STRATEGIC LINKS:**

2. The proposed rescission is consistent with the Board's policy review and development process and supports a commitment to effective governance. This aligns with the Learning, Well-being, and Social Responsibility pillars under the Ottawa-Carleton District School Board's (OCDSB) [2023-2027 Strategic Plan](#).

**CONTEXT:**

3. The selection, training and placement of principals and vice-principals is completed under the direction of the Associate Director of Education, Academic and the Superintendent of Employee Services. The Leadership and Staff Development team coordinates leadership experiences that assist teachers in growing their skills and competencies to take on the formal leadership role of principal and vice principal in our schools and system. This work, along with training for new and experienced principals and vice-principals is grounded in the [OCDSB Leadership Competencies](#) (Appendix B).

The Ministry of Education also provides direction to school boards in respect to the Principal Performance Appraisal Process (PPA) through the [Education Act](#) and [Regulation 234/10 Principal/Vice-Principal Performance Appraisal](#) which sets out the timelines, processes and steps that are required.

## KEY CONSIDERATIONS:

4. The training, selection and placement of principals and vice-principals is an operational task that does not require a formal policy. The District has relevant procedures on the placement of principals and vice principals, as well as training for principals and vice-principals, as noted below.

- a) [Placement of Principals and Vice Principals PR.578.HR](#)
- b) [Training of Principals and Vice Principals PR.579.HR](#)

Staff have reviewed the associated policy and procedures and believe that by rescinding P.082.HR, there will not be an adverse impact to the District's ability to select, train and place principals and vice-principals. By eliminating P.082.HR, it supports the District's goal in having a more sustainable number of policies to adhere to and review.

Staff will also be reviewing the associated procedures as noted above to ensure the procedures are aligned with a modern approach to learning, supporting and preparing educators to take on the role of principal and vice principal in OCDSB.

## RESOURCE IMPLICATIONS:

5. There are no resource implications related to the rescission of this policy.

## COMMUNICATION/CONSULTATION ISSUES:

6. There are no communication / consultation issues relating to the rescission of this policy.

## RECOMMENDATION:

THAT Policy P 082 HR - Selection, Training, Placement, And Appraisal Of Staff For The Positions Of Principal And Vice-Principal, attached as Appendix A to Report 25-021, be rescinded

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Shawn Lehman  
Superintendent of Employee Services

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Pino Buffone  
Director of Education and Secretary of  
the Board

## APPENDICES

- Appendix A Policy P 082 HR - Selection, Training, Placement, And Appraisal Of Staff For The Positions Of Principal And Vice-Principal
- Appendix B OCDSB Leadership Competencies