

## **School Statement of Need (SSON)**

*The School Statement of Need (SSON) must be in alignment with the Multi-year Strategic Plan (MYSP), with Equity as the guiding principle, and our commitment to Truth and Reconciliation and with our values: Belong, Achieve, Thrive, and Revitalize.*

SSON is important to parents, caregivers and guardians because it serves as a framework for ensuring that the priorities and needs of the school community are considered and addressed in the selection and leadership of a Principal. **The SSON is a parent/caregiver process that excludes Principals and Vice-Principals.**

Here's why it's important:

- Reflects Community Priorities
- Transparency and Consultation
- Ensuring Accountability
- Empowering Stakeholders
- Promotes Student Success and Well-being

### **How do we decide what to put on the form?**

The form is just a record of the school community's priorities. Each school has its own culture in addition to the common goals of improving student achievement and well-being, as well as parent and community involvement. Consultation with the parent community can take place at a school council meeting or a meeting specifically designed for this reason. Consider the following suggestions:

- Engage extensively within your community, prioritizing those who are difficult to reach or typically do not participate.
- Publicize this item on your school council agenda, website, Facebook, and notice boards so parents will know when and where it will be discussed. A fall meeting is recommended.
- Translate this information so non-English speaking members will be aware.
- Consider holding a separate meeting for this task at varying times either at the school or in the community.

- Consider inviting your superintendent and trustee to a meeting to discuss your school's priorities.
- Consider including feedback from students and teachers.

**Utilizing the MYSP as guide examples of priorities that could be listed on the SSON include:**

- Parental Engagement
- Community Partnerships
- Transparent Communication
- Support for Special Needs Students
- Support for Distinctive Programs

**What is the SSON**

Definition:

- A form completed by school council/parent representatives each fall.
- Outlines parent/community priorities for the school.

Purpose:

- Used by the superintendent to identify a new principal if needed.
- Replaces the previous "Principal Profile" form.
- Completion Details:
- Completed by November each school year.
- Available from your Principal, Superintendent, or [PIAC website](#).

**Responsibilities and Process**

Choosing Parent Representatives

- Must be a parent/caregiver/guardian of a child in the school.
- Represent community priorities, not choose the principal.

Responsibilities

- Review and discuss the SSON with the Superintendent.
- Meet the recommended principal candidate and ensure they meet school priorities.
- Provide feedback and discuss concerns with the superintendent.

## Time Commitment

- Approximately 4-6 hours over several days.
- Daytime availability is helpful but not mandatory.

## **TRAINING: Selection, Promotion and Placement Process for School Principals and Vice- principals [PR705](#)** (this process is separate from SSON)

### 1.4 Training for Parent Volunteers

1.4.1 An Interview Training workshop is scheduled annually. It is open to parent representatives identified through the Parental Involvement Advisory Committee (PIAC) who have volunteered to participate in vice-principal interviews. Parent volunteers must attend a training session to participate on an interview team.

## **Additional Involvement and Resources**

VP Interview Involvement:

Volunteer for TDSB Vice-Principal interviews.

Time commitment: One full day + a 2-hour training session.

Ask questions to your Principal, Superintendent, or PIAC representative.

Complete the PIAC survey after the process at PIAC website.

Email: [info@torontopiac.com](mailto:info@torontopiac.com) for more information or to volunteer