

March 5, 2019

Dear Lincoln High School Students, Families, Staff and Community,

Thank you for your ongoing and incredible support for Abraham Lincoln High School. As Principal Larry Irvin shared with you, he has announced his intention to resign at the end of the 2018-19 school year. We are grateful for his leadership and contributions to our school, our students, and our community.

Principal Irvin has led tremendous work as the principal of Lincoln HS. His dedication and commitment, along with the Lancer team, to ensuring all students succeed has been tireless, and he has been focused on supporting students to be college and career ready. While we will miss him at Lincoln, we look forward to supporting Principal Irvin as he moves on to his next journey.

As the Instructional and Operational Superintendents supporting Lincoln, we have confidence in the fantastic team of educators at Lincoln and their ability to transition to a new leader next school year. For that reason, we want our community members to know what to expect as we begin the search for a new school leader.

DPS considers selecting a new principal as one of the essential components when building highly effective schools. Beginning the week of March 11th, we will start the initial steps of meeting with the Collaborative School Committee (CSC), creating a School Principal Selection Advisory Committee (SPSAC), and gathering information on what the Lincoln community is looking for in their next leader.

With any principal selection committee, there are certain steps we must take to ensure that the committee members and the community-at-large are confident and clear with the process. We will begin steps this week to review the principal selection process with the CSC who will be responsible for selecting a School Principal Selection Advisory Committee (SPSAC). The SPSAC will be comprised of five to eight community members (a combination of parents/guardians, students and Lincoln staff members) who represent the diversity of the Lincoln community. The SPSAC will work with us to synthesize the community feedback about the essential characteristics of the next Lincoln leader, interview potential candidates, and identify the top 2-3 candidates to participate in subsequent steps of the process to include a Learning Walk and Community Forum.

DPS and Lincoln highly value the voices of all our stakeholders. To honor this, we would like your input in determining the characteristics you would like see in the principal. You may provide your input at <https://tinyurl.com/lincolnprincipal2019> (English) / <https://tinyurl.com/lincolnprincipal2019es> (Spanish), pick up a hard copy of the survey in the Lincoln main office, or call the Family & Community Helpline at 720-423-3054. Please submit the survey by **Monday, April 8, 2019 @ 8am**.

We also are seeking staff, students, parents and community members to serve on the SPSAC and focus groups for the interview process. If you are interested in participating, please submit your application at <https://tinyurl.com/lincolnspsac2019>, pick up an application in the Lincoln main office, or call the Family & Community Helpline at 720-423-3054. Please note that applications are due by **April 1, 2019 @ 8am** so the CSC can review and select the SPSAC.

Lastly, please see the following timeline of the steps of the process. This is to help you better understand what to expect and what the commitments are should you decide to apply to be a part of this SPSAC.

Thank you for your support as we work together during this transitional period. In the meantime, please feel free to reach out to us with any questions you may have. We can be reached at [Suzanne.Morris-Sherer@dpsk12.org](mailto:Suzanne.Morris-Sherer@dpsk12.org) and [Amber.Elias@dpsk12.org](mailto:Amber.Elias@dpsk12.org).

Sincerely,

Suzanne Morris-Sherer  
Instructional Superintendent

Amber Elias  
Operational Superintendent

### Timeline for Lincoln Selection Process

#### **Week of March 4, 2019**

- Principal posting went live
- SPSAC Applications & Community Feedback via “School Principal Input Survey” go live

#### **Week of March 11, 2019**

- CSC meeting to review principal selection process – Monday, March 11, 2019 @ 4pm

#### **Week of April 1, 2019**

- SPSAC Applications due April 1, 2019 @ 8am
- CSC Meeting to determine SPSAC members – April 4, 2019 @ 4pm

#### **Week of April 8, 2019**

- Community Feedback via “School Principal Input Survey” due April 8, 2019 @ 8am
- SPSAC meets to participate in HR training, develop principal profile, and select interview candidates. – Tuesday, April 9, 2019 @ 4-7pm

#### **Week of April 15, 2019**

- Principal Candidate Interviews – April 16, 2019 @ 7:30-5:00pm
- Learning Walk with Assistant Superintendent – April 17, 2019
- Community Forum – April 17, 2019 @ 6-8pm
- Superintendent Interview

#### **Week of April 22, 2019**

- Leader Named

**\*\* Timeline subject to change \*\***