



MONTGOMERY COUNTY PUBLIC SCHOOLS

www.montgomeryschoolsmd.org

MARYLAND

March 1, 2018



Dear John Poole Middle School staff members:

The Office of School Support and Improvement is initiating the necessary process required to name a new principal for John Poole Middle School. During the 2017-2018 school year we have had an acting principal as a result of Mr. Bob Sinclair's appointment as principal of Blake High School in August 2017.

The principal selection process in Montgomery County Public Schools (MCPS) requires input from school staff, parents and community members. Our office will be conducting meetings with stakeholders to collect leadership characteristics that are important for providing insight in filling the principal vacancy.

The characteristics meeting for staff members will be held on **Wednesday March 7, 2018, at 3:00 p.m.** in the Media Center at John Poole Middle School. During this meeting, our office will review the principal selection process, obtain feedback and information from participants, and answer questions. For those staff members who cannot attend this meeting, please access the following link in order to submit your input by **Friday, March 9, 2018.**

Staff English: <https://www.surveymonkey.com/r/JPooleMSStaff3GQ8DNH>

Staff Spanish: <https://www.surveymonkey.com/r/JPooleMSStaffSp3Z7YYLS>

During the meeting, I will solicit volunteers to serve on the interview panel. The interviews will be conducted on Wednesday, March 21, 2018, beginning at 8:00 a.m.

I want to assure you that I will work closely with the Parent Teacher Student Association and the leadership of John Poole Middle School to ensure that we select a principal who will continue to serve and support our students, staff members, parents/guardians in an excellent manner.

Sincerely,

Elizabeth L. Thomas
Director of School Support and Improvement of
Middle Schools

ELT:fn

Copy to:

Dr. Statham

Dr. Williams

Office of School Support and Improvement

850 Hungerford Drive, Room 100 ♦ Rockville, Maryland 20850 ♦ 301-315-7377



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March 1, 2018



Dear John Poole Middle School parents and community members:

The Office of School Support and Improvement is initiating the necessary process required to name a new principal for John Poole Middle School. During the 2017-2018 school year we have had an acting principal as a result of Mr. Bob Sinclair's appointment as principal of Blake High School in August 2017.

The principal selection process in Montgomery County Public Schools (MCPS) requires input from school staff, parents and community members. Our office will be conducting meetings with stakeholders to collect leadership characteristics that are important for providing insight in filling the principal vacancy.

The characteristics meeting for parents/guardians and community members will be held on **Wednesday March 7, 2018, at 6:00 p.m.** in the Media Center at John Poole Middle School. During this meeting, our office will review the principal selection process, obtain feedback and information from participants, and answer questions. For those community members who cannot attend this meeting, please access the following link in order to submit your input by **Friday, March 9, 2018.**

Community English: <https://www.surveymonkey.com/r/JPooleMSComm36VNFD7>

Community Spanish: <https://www.surveymonkey.com/r/JPooleMSCommSp35KT8B9>

During the meeting, I will solicit volunteers to serve on the interview panel. The interviews will be conducted on Wednesday, March 21, 2018, beginning at 8:30 a.m.

I want to assure you that I will work closely with the Parent Teacher Student Association and the leadership of John Poole Middle School to ensure that we select a principal who will continue to serve and support our students, staff members, parents/guardians in an excellent manner.

Sincerely,

Elizabeth L. Thomas
Director of School Support and Improvement of
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