**APPENDICES**

H. *Template letter (CE, ETB), requesting ,* ***Trustees/Patrons, Representatives for Service on Interview Panel for Principal/Deputy Principal***

Anywhere Community School Co. Anywhere

Dear TRUSTEES/PATRONS (CE,ETB),

I would be grateful if you could provide a nominee of the ETB and if you or your nominee would be available for service on the Selection Committee, including shortlisting, for the appointment of principal/deputy principal. All members of the Selection Committee are advised to complete the necessary training.

The closing date for receipt of applications is the \*\*\*\*\*\*\*\*. Shortlisting is scheduled for the week of \*\*\*\*\*\* and it is hoped to conduct the interviews the week of

\*\*\*\*\*\*\*\*\*\*\*.

I look forward to hearing from you.

Yours sincerely,

Secretary/Chairperson Board of Management

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