

Ministerial Decision No. 160214/Ø2/23.12.2022 “Determination of the procedure for the selection and appointment of Principals and Vice-Principals of the Medresses of Thrace, pursuant to Law 4821/2021 (A’ 134), (B’ 6863/29-12-2022).

Article 1

Eligibility requirements

1. Principals of the Medresses of Thrace shall be teachers who are members of the Muslim minority of Thrace and who belong to the teaching staff responsible for the subject of Islamic religious education specialization at the respective Medresse of Thrace, in accordance with article 115 of Law 4821/2021 (A’ 134).
2. Vice-Principals of the Medresses of Thrace shall be teachers belonging to the staff teaching subjects of public Secondary Education at the respective Medresse of Thrace, in accordance with article 115 of Law 4821/2021 (A’ 134).
3. The grounds for exclusion applicable to candidates for the positions of Principals of public Secondary Education school units, in accordance with paragraph 11 of article 31 of Law 4823/2021, shall also apply to candidates for the positions of Principal and Vice-Principal of the Medresses of Thrace. The eligibility requirements and selection criteria must be met by the deadline for submitting applications. The exclusion grounds referred to in the first subparagraph must not apply either at the time the application deadline expires or at the time of appointment by the competent authority.

Article 2

Selection of Principals and Vice-Principals in the Medresses of Thrace

The selection criteria of Principals and Vice-Principals in the Medresses of Thrace are the following: a) the ranking of the candidates in the evaluation list drawn up during the selection procedure for their appointment as fixed-term teachers at the respective Medresse of Thrace, b) their administrative experience, c) the overall profile and personality of the candidates for assuming the position of Principal/Vice-Principal of a Medresse of Thrace, in conjunction with their knowledge and understanding of the particular character and mission of the Medresses of Thrace, which shall be assessed through a structured oral interview conducted before the three-member selection committee referred to in paragraph 6 of article 115 of Law 4821/2021.

Article 3

Scoring of selection criteria

1. The total number of evaluation points for criteria (a) to (c) of article 2 of this decision shall amount to twenty (20) points. Criteria (a) and (b) shall be awarded up to five (5) points each, while criterion (c) shall be awarded up to ten (10) points.
2. With regard to criterion (a), candidates for the position of Principal/Vice-Principal shall be scored as follows: The first candidate in the evaluation list shall get five (5) points, the second one four (4) points, the third one three (3) points, the fourth one two (2) points and candidates ranked fifth and below shall get one (1) point. For criterion (b), relating to administrative experience, candidates shall receive from 5 to 1 points. For criterion (c), relating to overall profile and personality, candidates shall receive from 10 to 1 points.

Article 4

Submission of applications and supporting documents

1. For the filling of the positions of Principals and Vice Principals at the Medresses of Thrace, the General Secretariat for Religious Affairs of the Ministry of Education and Religious Affairs shall issue a relevant call for applications which shall be published on the websites of the Ministry of Education and Religious Affairs, the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace, the Directorates of Secondary Education of Xanthi and Rodopi and the Medresses of Xanthi and Komotini. The call shall specify all details relating to the conduct of the selection procedure and the placement of the selected teachers.
2. The selection of Principals and Vice-Principals at the Medresses of Thrace of Law 4821/2021 shall take place following an application submitted by teachers who meet the requirements of article 1 of this decision and who wish to be selected for the position of Principal or Vice-Principal. Candidates shall submit an application (by post or electronically), accompanied by supporting documents relating to criterion (b) of article 2 of this decision, to the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace within the deadline specified in the call. Candidates may submit an application only for the Medresse in which they serve as teachers.

Article 5

Establishment of provisional lists of eligible candidates

The three-member selection committee referred to in paragraph 6 of article 115 of Law 4821/2021 shall meet within five (5) days from the expiry of the deadline for submission of applications and shall select the candidates who meet the requirements of article 1, and draw up a provisional list of eligible candidates, in alphabetical order, as well as a list of ineligible candidates, indicating only the protocol number of the rejected applications and the reasons for their rejection. The lists shall be published on the websites of the Ministry of Education and Religious Affairs, the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace, the Directorates of Secondary Education of Xanthi and Rodopi and the Medresses of Xanthi and Komotini. Candidates not included in the list of eligible candidates may lodge an objection (by post or electronically) before the committee within an exclusive deadline of three (3) working days from the day following the publication of the lists on the website of the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace. Within five (5) working days of receiving the objections, the selection committee referred to in paragraph 6 of article 115 of Law 4821/2021 shall issue a reasoned decision, revise the lists where necessary, and inform the interested parties accordingly.

Article 6

Preparation of candidate Interviews

1. After the preparation of the provisional lists, the examination of objections and the revision of the candidate ranking lists, the three-member selection committee shall be responsible for the collection, verification, processing and evaluation of the candidates' applications and supporting documents with regard to criterion (b) of article 2.
2. Following the ranking of candidates with regard to criterion (b), the three-member selection committee shall determine the dates for inviting eligible candidates to an interview, which shall be audio-recorded.

3. The invitation indicating the interview dates of the candidates shall be published on the websites of the Ministry of Education and Religious Affairs, the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace, the Directorates of Secondary Education of Xanthi and Rodopi and the Medresses of Xanthi and Komotini at least three (3) days before the start of the interview process. Candidates who fail to attend the interview for any reason shall be excluded from the selection procedure.
4. If a particularly serious reason exists, the interview may be conducted remotely via videoconference, under the responsibility of the three-member selection committee and in accordance with the same procedure. Candidates must submit a written and duly substantiated request for a videoconference to the three-member selection committee within one (1) day from the publication of the interview invitation in accordance with paragraph 3 of this article.

Article 7

Conduct of candidate interviews

1. The three-member selection committee shall convene at the premises of the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace.
2. Candidates included in the evaluation list following its revision pursuant to article 5 shall be invited to the interview. After the completion of each interview, each member of the three-member selection committee shall record, in a reasoned and concise manner, the points awarded to the candidate under criterion (c) of article 2.
3. For the purposes of the evaluation, standardized assessment forms may be used, which include the elements to be evaluated and their respective weighting, and which require each member of the committee to provide a separate score accompanied by a concise statement of reasons. The minutes of the selection committee shall include a brief summary of the content of the interview. Furthermore, in the minutes of the meeting held following the completion of the interviews, the score awarded by each member of the committee and a brief justification shall be recorded. The final score of each candidate for the interview criterion shall be the average of the points awarded by the members of the committee. The candidate's performance under this criterion constitutes the individualized assessment of the committee regarding the candidate's personality and overall profile.
4. During the interview, the committee shall assess the candidate's overall profile and personality for assuming the position of Principal/Vice-Principal, in conjunction with their knowledge and understanding of the special character and mission of the Medresses of Thrace.

Article 8

Procedure for audio recording of the interview

An audio recording system shall operate in the meeting room under the responsibility of the three-member selection committee. Upon the candidate's entry into the meeting room, the audio recording system shall be activated. The recording shall begin when the candidate's name is announced, shall continue for the entire duration of the candidate's presence in the room and shall cease upon completion of the interview and before the candidate leaves the room. The audio recording shall be stored in an audio file, kept together with the committee's

minutes, and shall be subject to the provisions of the General Data Protection Regulation (GDPR).

Article 9

Keeping of interview minutes

During the interview, the secretary of the selection committee shall be responsible for keeping the minutes of the procedure which shall include a concise summary of the content of the interview with reference to the candidate's self-presentation, as well as the questions of the committee members and the answers provided by the candidate. Moreover, the minutes shall refer to the invitation of candidates to the interview and the date of its publication on the websites of the Ministry of Education and Religious Affairs, the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace, the Directorates of Secondary Education of Xanthi and Rodopi and the Medresses of Xanthi and Komotini, the attendance of candidates according to the scheduled order and time and, finally, the end of the proceedings.

Article 10

Final ranking list

1. Upon completion of the interviews of all candidates, the three-member selection committee shall draw up a ranking list in order of merit for the placement of fixed-term Principals and Vice-Principals at the Medresse of Komotini and the Medresse of Xanthi based on the total score of the candidate who has participated in the procedure.
2. The total score of each candidate shall result from the sum of the points obtained in the individual criteria of article 2. In case of a tie, the candidate obtaining the higher score under criterion (c) of article 2 of this decision shall rank higher. Upon completion of the procedure, the three-member selection committee shall ratify the minutes kept throughout the process under the responsibility of the secretary of the three-member selection committee.

Article 11

Ratification of the final ranking list

1. The final ranking list prepared by the three-member selection committee shall be submitted without delay to the Head of the Directorate for Religious Education and Interfaith Relations for ratification following a legality review.
2. Once ratified, the above list shall be published on the websites of the Ministry of Education and Religious Affairs, the Regional Directorate of Primary and Secondary Education of Eastern Macedonia and Thrace, the Directorates of Secondary Education of Xanthi and Rodopi and the Medresses of Xanthi and Komotini so as the candidates to be informed.

Article 12

Appointment

1. The appointment of Principals and Vice-Principals to the Medresses of Xanthi and Komotini shall be made by decision of the Head of the Directorate for Religious Education and Interfaith Relations, based on the final ranking list of article 11.

2. A prerequisite for appointment as Principal and Vice-Principal is that the candidate fulfils the mandatory teaching working hours required for the position of Principal and Vice-Principal at the Medresse they serve.
3. The term of office of Principals and Vice-Principals at a Medresse shall be one (1) school year and may be renewed for up to three (3) additional school years by decision of the Head of the Directorate for Religious Education and Interfaith Relations of the Ministry of Education and Religious Affairs, following a recommendation by the Regional Director of Primary and Secondary Education of Eastern Macedonia and Thrace. Teachers appointed as Principals and Vice-Principals at each Medresse shall retain their personal and permanent teaching positions respectively.
4. The final ranking list of article 11 shall remain valid from its ratification until the 31st July of the year in which the term of office of Principals and Vice-Principals at the Medresses of Thrace expires.
5. Principals and Vice-Principals at the Medresses of Thrace shall continue to perform their duties until the appointment of the new Principals and Vice-Principals.
6. If no applications are submitted or if the submitted applications do not meet the criteria of article 2 of this decision, a Principal or Vice-Principal shall be appointed from among the teachers of the respective Medresse of Thrace who meet the requirements of paragraph 1 or paragraph 2 of article 1, by decision of the General Secretary for Religious Affairs, following a recommendation of the three-member selection committee of paragraph 6 of article 115 of Law 4821/2021 and the opinion of the Supervisory Council of the Medresses of Thrace of article 40A of Law 3536/2007 (A' 42), by way of derogation from any general or specific provision.
7. If, for any reason, a position of Principal or Vice-Principal at the Medresses of Thrace becomes vacant after the expiry of the validity of the ranking list of paragraph 4 of this article, a new appointment shall be made by decision of the General Secretary for Religious Affairs, following a proposal of the three-member selection committee of paragraph 6 of article 115 of Law 4821/2021 and the opinion of the Supervisory Council of the Medresses of Thrace of article 40A of Law 3536/2007, by way of derogation from any general or specific provision.

This decision shall be published in the Government Gazette.