

Dear Principal,

Akureyri, 27. 11. 2020

You have received this letter because I would like to interview you for a study on the leadership and practices of municipal school support services. I am a participant in a research group from the University of Akureyri that is conducting research on local school support services, and I am using part of the data in my doctoral research. In the study of school support services, a questionnaire was sent out to educational directors and principals of kindergartens and elementary schools, and interviews were conducted with members of the school services in selected municipalities. On the website of the University of Akureyri (<https://www.unak.is/is/samfelagid/frettasafn/frett/nidurstodur-rannsoknar-a-skolathjonustu-sveitarfelaganna-af-rannsokendum-vid-kennaradeild-ha-1>) you can access information about the study. Permission has been obtained from the educational authorities in your municipality for the study.

I am now working on the final part of my doctoral research, which is about examining the educational leadership of local government school services and how it affects the work that takes place in schools. In that data collection, I need to add the perspective of school principals in the municipalities that were chosen for the study.

The interview will focus on school support services provided by the municipality and how the services affect the work in the school you lead. Questions are asked about the municipality's policies and emphasis on school services, consultation that the services provide and what determines its activities and arrangements. You will then be asked about the involvement of the municipal government, school board, superintendent, and other school support service employees (if applicable) in the school service and how they interact with each other and with you. Finally, questions will be about defining how the school support services' activities affect the work in the school.

The idea is to interview you via Teams (Zoom is also considered if you prefer) due to Covid-19 limiting meeting people face to face. The interview will be recorded but only preserved as an audio file and transcribed. After processing, the recordings will be deleted, and care will be taken as much as possible so that the content of the interview used in publications cannot be traced back to you or your school. Everything is done in accordance with Act on Data Protection and the Processing of Personal Data No. 90/2018. In accordance, you are also free to withdraw from the study if and when you so choose.

My supervisors in the doctoral study are Professor Anna Kristín Sigurðardóttir (aks@hi.is) and Professor Börkur Hansen (borkur@hi.is).

Please confirm by replying to this email and be sure to contact us if you have any questions.

Sincerely,

Sigríður Margrét Sigurðardóttir

Lecturer at the Faculty of Education of the University of Akureyri and
PhD student at the School of Education, University of Iceland