LEAD STRONG
Building Capacity through Residency

2013-2014

Office of Professional Development and Evaluation
Human Capital Management

PROGRAM OVERVIEW

- Support leadership model for positions at high-need schools
- 18 week residency
- Mentors
- Project Director/Coach

ROLES and RESPONSIBILITIES

- Mentor Principal
- Principal in Residence
- Resident Assistant Principal
- Interim Teacher
- Mentors
- Professional Development

PROGRAM COMPONENTS

- Mandatory Orientation Session
- Self-Assessment
- Residency

PROJECT LEAD STRONG

PROGRAM COMPONENTS

- Mandatory Orientation Session
- Self-Assessment
- Residency
- Portfolio
- Portfolio Documentation (rubric)
- Weekly Reflection Journal
- Mentoring
- Monthly Professional Development
- Summer Leadership Institute

MONTHLY PROFESSIONAL DEVELOPMENT

Date	Topic	Domain
9/18/13	• Program Kick Off: Mentor/Mentee Meetings • Orientation and Overview	Organizational Leadership
10/22/13	• Classroom Walkthroughs • Develop a Shared Vision	Instructional Leadership
11/19/13	• Mock Data Com • Data Driven Tools and Resources	Student Achievement
12/17/13	• Classroom Walkthroughs • Building Teacher Capacity	Instructional Leadership
1/21/14	• Professional Standards Scenarios	Professional and Ethical Behavior
2/18/14	• Classroom Walkthroughs • Rigor in the Classroom	Instructional Leadership
3/18/14	• End-of-Year Budget Planning	Organizational Leadership
5/6/14	• Classroom Walkthrough • Providing Meaningful Feedback	Instructional Leadership
5/20/14	• Culminating Seminar	Organizational Leadership
6/14 TBA	• Summer Institute - Florida International University	

STIPENDS

- Mentor Principal Stipend
    - Mentoring Stipend
    - Student Achievement Incentive
- Principal in Residence Stipend
- Mentor Assistant Principal Stipend
- Resident Assistant Principal Stipend

APPENDICES

APPENDICES

Appendix A
- Florida Principal Leadership Standards

Appendix B
- Self-Assessment (online)

APPENDIX B - ONLINE LINK to WEBSITE

LEAD STRONG
Building Capacity through Residency

Home | Blog | File Sharing | Reflection Journal

LEAD STRONG SELF-REFLECTION ASSESSMENT 2013-2014

SELF-REFLECTION ASSESSMENT, To be completed prior to Monday, September 30. 2013

DIRECTIONS: Please respond to each of the following questions based on your current level of expertise and comfort with the skill area described. For questions 1-4, first reflect on the question asked and rate your current proficiency on a scale of 1 to 5 with 1 being "limited or no experience" and 5 being "proficient at mastery level". Then write a brief narrative response in support of your self-rating and identify what, if any, additional professional development support you want in the specified area.

* Required

Name *

Select your name ▲▼

Email Address *

1. How comfortable are you with identifying, accessing and analyzing relevant data sources to make informed decisions about teaching, learning, the educational environment and effective allocation of resources to achieve desired results? *

1 2 3 4 5

Limited or No Experience ○ ○ ○ ○ ○ Proficient at Mastery Level

APPENDICES

Appendix C
- Mentor Principal Checklist
  - Online Mentor Log

Appendix D
- Mentor Assistant Principal Checklist
  - Online Mentor Log

PROJECT LEAD STRONG MENTOR LOG

Use this form to report match activities each time you meet with your mentee. Your timely reports help us ensure grant compliance and provide information for securing future funding for the mentoring program.

* Required

Mentor Name *

Select your name ▾

Mentee Name *

Select your name ▾

Month *

Select the month ▾

Day *

Select the day ▾

Year *

Select the year ▾

APPENDICES C & D - ONLINE MENTOR LOG

Type of contact *
- ☐ 1-on-1 in-person meeting
- ☐ Email
- ☐ Text messaging
- ☐ Phone call
- ☐ Group meeting or activity
- ☐ Mentee missed scheduled meeting
- ☐ Other: _____

Please provide additional details about your interaction

[ ]

Please explain recent successes or challenges experienced with your mentee

[ ]

Email Address *

[ ]

Submit

Never submit passwords through Google Forms.

APPENDICES

Appendix E
- Portfolio Template

APPENDIX E
PORTFOLIO TEMPLATE

FLORIDA PRINCIPAL LEADERSHIP STANDARD ADDRESSED

COMPETENCY ADDRESSED

SUMMARY, DESCRIPTION, OR EXPLANATION OF HOW THE DOCUMENTED ACTIVITY ADDRESSES THE REQUIRED COMPETENCY

PROJECT LEAD STRONG

Appendix F
- Rubric for Evaluating Portfolio

Inadequate or Not Evidenced **0 Points**	Below Expectations **1 Point**	Meets Expectations **2 Points**	Exceeds Expectations **3 Points**
• Inadequate or fails to address standard • No evidence of documentation presented or documentation does not support mastery of standard	• Addresses the standard but provided inadequate evidence of mastery/proficiency • Incomplete/insufficient documentation or documentation does not demonstrate understanding or mastery of standard	• Addresses the standard • Provided adequate evidence to assess participant's participation in relevant activity • Demonstrated understanding of the standard as applied	• Fully addresses the standard • Provides crystal-clear evidence of participation in relevant activity • Presented documentation that clearly shows understanding of the linkage between the standards

DOMAINS	STANDARDS	Inadequate or NOT Evidenced (0) points	Below Expectations (1) point	Meets Expectations (2) points	Exceeds Expectations (3) Points
STUDENT ACHIEVEMENT	1. Student Learning Results				
	2. Student Learning as a Priority				
INSTRUCTIONAL LEADERSHIP	3. Instructional Plan Implementation				
	4. Faculty Development				
	5. Learning Environment				
ORGANIZATIONAL LEADERSHIP	6. Decision Making				
	7. Leadership Development				
	8. School Management				
	9. Communication				
PROFESSIONAL & ETHICAL BEHAVIOR	10. Professional and Ethical Behaviors				

Exceeds Expectations 25-30 Points Meets Expectations 15-25 Points Below Expectations <14 Points

APPENDICES

Appendix G
- Reflection Journal

PROJECT LEAD STRONG

APPENDICES

Appendix H/I:
- Principal & Assistant Principal in Residence Field Experiences Guidelines and Leadership Competency Checklist

APPENDIX H/I
PRINCIPAL IN RESIDENCE & ASSISTANT PRINCIPAL IN RESIDENCE FIELD EXPERIENCES GUIDELINES AND LEADERSHIP COMPETENCY CHECKLIST

Directions: Project Lead Strong (PLS) must complete all of the designated field experiences. In addition to the required experiences, participants and their Mentor should identify and plan for any additional experiences that will be necessary for the participant to address areas of need identified in the self-assessment inventory. Participants and their mentors should review the school calendar of activities as early as possible in the program year so that participants can plan to take advantage of naturally occurring opportunities to access relevant field experiences as much as possible.

Domain 1: Student Achievement:

Standard 1: Student Learning Results.
Effective school leaders achieve results on the school's student learning goals.

ACTIVITY	COMPLETION DATE
Participant attends a Data Assessment and Technical Assistance/Coordination of Management (DATA COM) meeting. (or Mock DATA/COM)	
Resident Principals will present at a DATA COM meeting. Resident Assistant Principals will present at MOCK DATA/COM meeting.	
Participant conducts at least two classroom walkthroughs weekly, including observations, analyzing walkthrough data in the context of student achievement, providing reflective discussions and making suggestions for instructional improvement.	
Participant will write a memorandum to faculty and staff addressing student achievement data and the plan of action regarding the analyses of that data.	
Additional activity	
Additional activity	

Standard 2: Student Learning as a Priority.
Effective school leaders demonstrate that student learning is their top priority through leadership actions that build and support a learning organization focused on student success.

ACTIVITY	COMPLETION DATE
Participant conducts School-wide Instructional Reviews (SIR)	
Participant leads or oversees a common planning team.	
Participant will present at a faculty meeting regarding interim exam data and course of action based on disaggregation of that data.	
Additional activity	

WEBSITE

http://induction.dadeschools.net/Lead Strong/index.html

PROJECT LEAD STRONG

LINKS

Mentor Logs

Self-Reflection Assessments

Reflection Journal

Welcome Principals and Assistant Principals,

This site contains pages for informational updates, a blog, file sharing, and reflection journal, and reflection self-assessment submissions to assist you as you complete your Residency Plan.

LINKS

Mentor Logs

Self-Reflection Assessments

Reflection Journal

LEAD STRONG SELF-REFLECTION ASSESSMENT 2013-2014

SELF-REFLECTION ASSESSMENT, To be completed prior to Monday, September 30. 2013

DIRECTIONS: Please respond to each of the following questions based on your current level of expertise and comfort with the skill area described. For questions 1-4, first reflect on the question asked and rate your current proficiency on a scale of 1 to 5 with 1 being "limited or no experience" and 5 being "proficient at mastery level". Then write a brief narrative response in support of your self-rating and identify what, if any, additional professional development support you want in the specified area.

* Required

Name *

Select your name ⬍

Email Address *

[   ]

1. How comfortable are you with identifying, accessing and analyzing relevant data sources to make informed decisions about teaching, learning, the educational environment and effective allocation of resources to achieve desired results? *

 1 2 3 4 5

Limited or No Experience ○ ○ ○ ○ ○ Proficient at Mastery Level

WEEKLY REFLECTION JOURNAL

PROJECT LEAD STRONG

To be completed at the end of each week and submitted by Sunday.

* Required

Name *

Select your name ⬍

Month *

Select the month ⬍

Reflection Journal *

What have been some key experiences you experienced this month? • What have you learned? • What challenges are you facing? • What, if anything, would you have done differently? • What insights have you gained about your professional practice?

Email Address *

To download file, right click and save to desktop.

On I-Pad, open in compatible reader and save.

LS overview packet.pdf:	LS Guide 9-17-13.pdf:	Mentor Packet 9-17-13.pdf:
Lead Strong Introductory Packet Module1	Lead Strong Guide for 2013-2014	Lead Strong Mentor Responsibilities
:	:	:
:	:	:
:	:	:
:	:	:

Welcome to the LEAD STRONG Blog

Fri/Aug/2013

Please use the RSS feeder to subscribe to this blog. Any updated information will be sent directly to your I-Phone, I-Pad, or computer. Google Reader has now officially retired, however, a great substitute feeder is Feedly, or Ino Reader.

Archives:

Feeds:
RSS Feed

READER

Blog

feedly

DATE	
September 18, 2013	**Organizational Leadership** • Program Kick Off: Mentor/Mentee Meetings • Orientation and Overview
October 22, 2013	**Instructional Leadership** • Classroom Walkthroughs • Develop a Shared Vision
November 19, 2013	**Student Achievement** • Mock Data Com • Data Driven Tools and Resources
December 17, 2013	**Instructional Leadership** • Classroom Walkthroughs • Building Teacher Capacity
January 21, 2014	**Professional and Ethical Behavior** • Professional Standards Scenarios
February 18, 2014	**Instructional Leadership** • Classroom Walkthroughs • Rigor in the Classroom
March 18 2014	**Organizational Leadership** • End-of-Year Budget Planning
May 6, 2014	**Instructional Leadership** • Classroom Walkthroughs • Providing Meaningful Feedback
May 20, 2014	**Organizational Leadership** • Culminating Seminar
June 2014 (TBA)	**Summer Institute - Florida International University**

Calendar these dates

SEPTEMBER 2013 – MAY 2014

DOMAIN	FOCUS	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014	March 2014	April 2014	May 2014
Domain 1: Student Achievement	Mock Data Com; Data Driven Tools and Resources			●						
Domain 2: Instructional Leadership	Classroom Walkthroughs; Develop a Shared Vision		●							
	Classroom Walkthroughs; Building Teacher Capacity				●					
	Classroom Walkthroughs; Rigor in the Classroom						●			
	Classroom Walkthroughs; Providing Meaningful Feedback									●
Domain 3: Organizational Leadership	Program Kick-Off: Mentor/Mentee Meetings; Principal and Assistant Principal Residency: Orientation and Overview	●								
	End-of-Year Budget Planning							●		
	Culminating Seminar									●
Domain 4: Professional and Ethical Behavior	Professional Standards Scenarios					●				

PD by Domains