***OVERVIEW***

**Aspiring Principal Level 2 Program - School Principal Certification Process**

**Presentation of Competency Guidelines**

# Introduction

In accordance with the requirements of the Level 2 program, all participants must participate in a Presentation of Competency before the Leadership Review Board as the final step in the school principal certification process. The Leadership Review Board consists of a combination of the following members:

Executive Director, Teaching and Learning (or representative)

Chief Officer of Human Resources

Assistant Superintendents of Areas (Area Superintendents)

Current Principal(s)

Director of Professional Development

University Representative

Please note that participation by members of the Leadership Review Board will vary dependent on their availability for specific days of presentation.

**Peer Principal Attendance**

Peer Principals for the Level 2 participant may be invited to attend the presentation as observers/supporters, but it is not required that they do so.

# Presentation of Competency Description

Each Level 2 participant will make a forty-minute presentation that addresses the ten Florida Leadership Standards and may relate to other resource questions provided by the Director of Professional Development. The Level 2 participant may use any media of choice to assist with the presentation, e.g., PowerPoint, handouts, oral presentation, interactive conversation, video presentation, etc.

**Level 2 participants must address the 10 Florida Leadership Standards and describe something of significance that they have demonstrated in relation to the selected Standards during project and their two-year program:**

* **Student Learning Results:** Effective school leaders achieve results on the school’s student learning goals.
* **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.
* **Instructional Plan Implementation:** Effective school leaders work collaboratively to develop and implement an instructional framework that aligns curriculum with state standards, effective instructional practices, student learning needs and assessments.
* **Faculty Development:** Effective school leaders recruit, retain and develop an effective and diverse faculty and staff.
* **Learning Environment:** Effective school leaders structure and monitor a school learning environment that improves learning for all of Florida’s diverse student population.
* **Decision Making:** Effective school leaders employ and monitor a decision-making process that is based on vision, mission and improvement priorities using facts and data.
* **Leadership Development:** Effective school leaders actively cultivate, support, and develop other leaders within the organization.
* **School Management:** Effective school leaders manage the organization, operations, and facilities in ways that maximize the use of resources to promote a safe, efficient, legal, and effective learning environment.
* **Communication:** Effective school leaders practice two-way communications and use appropriate oral, written, and electronic communication and collaboration skills to accomplish school and system goals by building and maintaining relationships with students, faculty, parents, and community.
* **Professional and Ethical Behaviors:** Effective school leaders demonstrate personal and professional behaviors consistent with quality practices in education and as a community leader.

Following the forty-minute presentation, members of the Leadership Review Board may ask questions from among the resource questions provided or personal questions of their choice for up to ten minutes. The total time will not exceed fifty minutes.

The Presentation of Competency is designed for the Level 2 participant to provide evidence of his/her competency as a school leader related specifically to the school wide project linked to specific Florida Leadership Standards and to provide an opportunity for reflection of his/her two year program. The presentation is the final step prior to recommendation to the Superintendent in order for the Level 2 participant to be recommended for School Principal Certification.

# Resource Questions for the Leadership Review Board

**Please prepare your presentation so that you are addressing your project and the 10 Florida Leadership Standards.** You may also use the questions that follow in this document as a way to focus and plan your presentation. Or… you may choose to simply highlight experiences you have had that demonstrate various behaviors related to the 10 Leadership Standards. PLEASE DO NOT EXCEED THE FORTY-MINUTE TIME FRAME.

**The Leadership Review Board will also be given these questions and may select some to ask you at the close of your presentation. They may also ask questions that are not on this list.**

1. What have been your greatest successes during your time as a school assistant principal?
2. What have been your greatest challenges during the time of your Level 2 participation?
3. What was your greatest “aha” or insight during your Level 2 Program?
4. Describe your leadership style and why you think it has been successful for you.
5. What have you done during your Level 2 program to serve as an instructional leader in your school?
6. Which of the following Function areas of the principalship represent your greatest strength… and developmental need?

Instructional Program Leadership

School Operations

Personnel Management

Business/Finance Management

Student Services

Student Activities

Parent and Community Involvement

1. What one thing did you do during your Level 2 program as a future school principal that you would do differently if you had the chance?
2. What experience surprised you the most during your time as an assistant principal or in the Level 2 program?
3. Do you have any specific goals or strategies that you plan to implement in your school for next year that are based primarily on your experience in serving as a Level 2 participant this past year? What are they and what is your rationale for pursuing them?

# Closing Advice

Plan your presentation content wisely and prepare well to make your presentation with the media of your choice. Present in a concise, succinct and sincere manner. Be positive… and smile! Plan to do well!