



BEGINNING ADMINISTRATORS MENTORING ACADEMY 2018-2020 OVERVIEW

Sponsored by the Ohio Association of Secondary School Administrators and the Ohio Association of Elementary School Administrators and funded through the Ohio Department of Education.

Overview:

Research on the role of the principal impacting student performance in schools was scarce until recently because the research focus has traditionally been on improving teacher effectiveness. However, since 2000 there has been a realization that principals exert more influence, both directly and indirectly, on student achievement than any other school factor besides the teachers themselves (Leithwood, Louis, Anderson, & Wahlstrom, 2004; Louis, Leithwood, Wahlstrom, & Anderson, 2010). Current research strongly suggests the actions of a principal influence the capacity of teachers to promote learning among all students (Burkhauser, Gates, Hamilton, & Ikemoto, 2012). Areas of influence for the principal include stakeholder relations; school culture and climate; setting goals and expectations; management of teacher talent through shared leadership, evaluations systems and the instructional program; and influence on district policies.

Realizing the importance of principal effectiveness, researchers are now focusing on how different factors (e.g., principal evaluation systems, principal preparations, and principal mentoring) can impact principal effectiveness. One point of agreement that seems to cut across all the research is the importance of a principal becoming highly effective as quickly as possible so that student achievement does not falter.

The goal of the academy is to build capacity for all administrators who then can hone their skills, enhance their practices, redefine their roles and exercise effective leadership.

The Ohio Association of Secondary School Administrators and the Ohio Association of Elementary School Administrators is uniquely qualified to manage a program for beginning administrators. The associations have a history of providing meaningful and relevant professional development for elementary, middle, and secondary school administrators. Currently, OASSA and OAESA have combined resources to offer a Beginning Administrators Academy for entry-year principals and assistant principals. The Associations continue to be a resource of current information and training throughout the state.

Program Details:

The program will provide coaching by trained Mentors who will focus on the Beginning Administrator's individual needs, provide feedback on performance and offer technical assistance in such areas as communication, team building, instructional leadership, family engagement, time management and the use of data to improve student achievement.

Call for Participants:

1. Ken Bernacki will be the Grant Coordinator for the program and can be reached at kbernacki@oassa.org.
2. Needed are 130 Beginning Administrators and priority will be for those in rural, Appalachian, high poverty/small town, and urban districts, as defined by the Ohio Department of Education. Beginning Administrators chosen for the program will be provided with the following:
 - Trained Mentor for a 2-year period.
 - Paid registration for the Beginning Administrators Academy (September 10-11, 2018 and December 5-6, 2018)
 - Paid 1 overnight accommodation for the September BAA session and paid 1-night accommodation for the December BAA session
 - Paid 2-year membership in OASSA or OAESA
 - Voucher of \$175.00 to attend any 2018-2019 OASSA/OAESA Professional Development Opportunity
 - Paid "360" Evaluation Tool
 - Book - *What Great Principals Do Differently* by Todd Whitaker

Beginning Administrators should be nominated by their district superintendent or may self-nominate with the endorsement of their superintendent. Beginning Administrators will have the commitment of 5 professional development days (4-Beginning Administrators Academy and 1-OASSA/OAESA Professional Development Opportunity), weekly and monthly communication with their mentor.

IF YOU ARE INTERESTED IN BECOMING A MENTEE, COMPLETE THE APPLICATION AND SEND IT TO THE GRANT COORDINATOR.



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Beginning Administrators Criteria:

- *Beginning Administrators will be first year assistant principals/principals or 2nd year administrator who did not participate in the Beginning Administrators Academy and who are recommended by their superintendents or self-select with the endorsement of the superintendent.
- *Efforts will be made to include all applicants, but priority will be given to those administrators in rural, Appalachian, high poverty/small town, and urban districts, as defined by the Ohio Department of Education.
- *Beginning Administrators should make a personal commitment to continuing growth of professional and personal skills that are critical to the effective performance of constantly changing expectations of a principal.
- *Beginning Administrators will form a trusting relationship with their Mentor and be open to reflective examination of their job performance and decision-making.
- *Beginning Administrators will be expected to make a commitment to all aspects of the Beginning Administrators Mentoring Academy.

Beginning Administrators Responsibilities:

- * Beginning Administrators will be required to attend both sessions of the OASSA/OAESA Beginning Administrators Academy Sept. 10-11, 2018 and December 5-6, 2018.
- * Beginning Administrators will communicate once each week with their Mentor, arrange a face-to-face meeting once each month.
- * Beginning Administrators work with the Mentor to set goals.
- * Beginning Administrators will collaborate with the Mentors to determine modes of communication throughout the year. The monthly meetings may use technology interfaces for on-line conferencing.
- * Beginning Administrators will have on-going professional development that will occur through a book talk on ***What Great Principals Do Differently*** by Todd Whitaker. This book will be provided for all Beginning Administrators and Mentors.
- * Beginning Administrators will complete the "360" self-assessment tool during initial year of the program.
- * Beginning Administrators will have access to OLAC learning modules to tailor learning to their needs. OLAC is a free site developed jointly through the Buckeye Association of School Administrators and the Ohio Department of Education at <http://www.ohioleadership.org/> Sign up is FREE!
- * Beginning Administrators will develop a technology footprint, identifying relevant websites, blogs and technological tools to enhance their performance.
- * Beginning Administrators will participate in personal evaluations (through OLAC) to assess their growth and program evaluation assessments.
- * Beginning Administrators will maintain a log of activities and conversations using format supplied by the program.
- * Beginning Administrators will collaborate on an on-going basis with their Mentor and their supervisor to develop an individual professional development plan that is aligned with the Ohio Principal Standards.
- * Beginning Administrators will complete a written reflection of the successes and challenges of the first year which will serve as closure and a springboard to new goals and professional development for the following year.



MENTEE APPLICATION

BEGINNING ADMINISTRATORS MENTORING ACADEMY 2018-2020 DEADLINE FOR SUBMISSION – AUGUST 10, 2018

Mentorship is a relationship in which a more experienced or more knowledgeable person helps to guide a less experienced or less knowledgeable person. Mentoring is a process that always involves communication and is relationship-based. It is a learning and development partnership between someone with vast experience and someone who wants to learn.

Benefits:

Provide beginning assistant principals/principals with non-threatening, non-evaluative, confidential, meaningful and relevant mentoring support to help them develop their leadership skills in managing people, data, and processes in ways that promote school improvement.

Provide beginning assistant principals/principals with mentoring support and professional development opportunities to help them grow as instructional leaders focused on high standards and success for all students.

Provide beginning assistant principals/principals with mentoring support to help them understand performance expectations and develop a deep understanding of the Ohio Standards for Principals and principal performance levels described in the Ohio Principal Evaluation System.

Applicant's Name: _____

Position: _____

School: _____

School District: _____

Address: _____

City/Zip: _____

School Phone: _____

School email: _____

Cell Phone: _____

School Demographics:

Building Enrollment _____

Grade Designation of Building _____

School District Type (Circle One): Urban Rural Appalachian High Poverty/Small Town Other

Use this link to determine your school district type:

<http://www.oassa.org/Websites/oassa/images/BAMA/School%20Districts%20by%20Type.pdf>

Percentage of Free and Reduced _____



MENTEE APPLICATION (continued)
BEGINNING ADMINISTRATORS MENTORING ACADEMY 2018-2020
DEADLINE FOR SUBMISSION – AUGUST 10, 2018

To help facilitate an effective mentor/protégé match, respond to the following:

1. Reason(s) for wanting to be in the Beginning Administrators Mentoring Academy:

2. Every principal has areas of strength in their field. Listed below are the 5 Ohio Standards for Principals. Rate yourself on a scale of 1-5 (1-Highest, 5-Lowest) of where you feel you are on the standard.
 - _____ 1. Principals help create a shared vision and clear goals for their school and ensure continuous progress toward achieving the goals.
 - _____ 2. Principals support the implementation of high-quality standards based instruction that results in higher level of achievement for all students.
 - _____ 3. Principals allocate resources and manage school operations in order to ensure a safe and productive environment.
 - _____ 4. Principals establish and sustain collaborative learning and shared leadership to promote learning and achievement of all students.
 - _____ 5. Principals engage parents and community members in the educational process and create an environment where community resources support student learning, achievement and well-being.

Signature _____ Date _____

SUPERINTENDENT ENDORSEMENT OF MENTEE CANDIDATE

Superintendent Signature _____ Date _____

Superintendent Name _____
 (Please Print)

Return completed application (email, fax, scan, US Mail) to Ken Bernacki at:

OASSA
 Attn: Ken Bernacki
 8050 N. High St. Suite 180
 Columbus, OH 43235-6484
 FAX (614) 430-8315
kbernacki@oassa.org