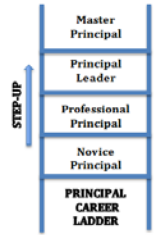


STEP-UP ACADEMY

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2 (STLE2)



PRINCIPAL APPLICATION

Welcome to the Strengthening Teacher and Leader Effectiveness 2 (STLE2) STEP-Up Project. In order to apply for the STEP-Up Project (Principal Academy) please complete all paperwork in this application packet and return it to _____ in your district. This application will be reviewed by your District Selection Committee and forwarded for endorsement by your superintendent if approved. The final candidate selection form will be sent on to the Dutchess BOCES STEP-Up Project Coordinator who will notify you of your status.

General Information

Name

Position

Grade

School

District

Address

E-Mail

Phone

Applying for (please check) PLEASE REVIEW ELIGIBILITY CRITERIA.

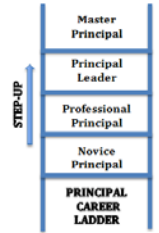
- Novice Principal
 Professional Principal
 Principal Leader
 Master Principal

Please be sure to:

- Complete General Information
- Write a cover letter expressing your interest – please be sure to address all items on the Eligibility Checklist for your tier on the career ladder, denoted with an asterisk (*) in your letter.
- Complete the Eligibility Checklist for your tier of the career ladder.
- Complete the Roles and Responsibilities Checklist for your tier on the career ladder.
- Sign the Certification Page.
- Forward complete packet to your District’s Selection Committee.

V://EDUR/STLE/Forms/PrincipApp

STEP-UP ACADEMY



CRITERIA FOR ELIGIBILITY - NOVICE PRINCIPAL

PLEASE CHECK EACH ITEM TO CERTIFY THAT YOU MEET THE MINIMUM CRITERIA FOR ELIGIBILITY.

- Initial Certification.
- Master's Degree.
- One year of experience as a school building leader (year-long internship is acceptable).
- Completed mentoring experience during first year as school building leader.
- One year of Highly Effective/Effective APPR rating in the most recent three years as a classroom teacher.
- Demonstrates an understanding of the curriculum, subject content, pedagogical knowledge, and the needs of students by providing instructional leadership. *
- Provides evidence of a commitment to personal professional growth. *

*** Please be sure to address in your cover letter.**

APPLICANT SIGNATURE

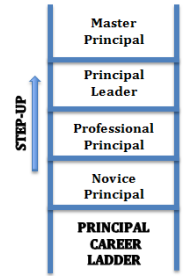
DUTCHESS BOCES / EDUCATIONAL RESOURCES / 5 BOCES ROAD / POUGHKEEPSIE, NY 12601

LINDA HEITMANN - DEPUTY SUPERINTENDENT / JODI DELUCIA - DIRECTOR, EDUCATIONAL RESOURCES
845.486.4840 EXT. 4614 / JODI.DELUCIA@DCBOCES.ORG

DUTCHESS**BOCES**
EDUCATIONAL RESOURCES

STEP-UP ACADEMY

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2 (STLE2)



CRITERIA FOR ELIGIBILITY - PROFESSIONAL PRINCIPAL

PLEASE CHECK EACH ITEM TO CERTIFY THAT YOU MEET THE MINIMUM CRITERIA FOR ELIGIBILITY.

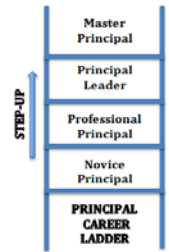
- Professional Certification.
- Master's Degree.
- Three years of experience as a school building leader (year-long internship counts as one year).
- One year of satisfactory experience (meeting the requirements) as a Novice Principal.
- Two years of Highly Effective/Effective APPR rating in the past three years. (Year 2 applicants only)
- Illustrates methods of promoting growth in others to impact student learning. *
- Displays evidence of being skilled at data analysis and the ability to use results of data analysis as a basis for instructional strategies to meet student needs. *
- One year of Highly Effective/Effective rating in the past two years. (Year 1 applicants only)

*** Please be sure to address in your cover letter.**

APPLICANT SIGNATURE _____

STEP-UP ACADEMY

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2



CRITERIA FOR ELIGIBILITY – PRINCIPAL LEADER

PLEASE CHECK EACH ITEM TO CERTIFY THAT YOU MEET THE MINIMUM CRITERIA FOR ELIGIBILITY.

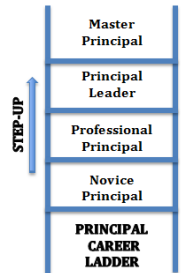
- Five years of experience as a School Building Leader (year-long internship counts as one year).
- One year of satisfactory experience (meeting the requirements) as a Professional Principal.
- One year of Highly Effective/Effective rating in the past two years. (Year 1 applicants only)
- Three years of Highly Effective/Effective APPR rating in the past five years. (Year 2 applicants only)
- Demonstrates proficiency in contributing to the learning of colleagues through leading collaborative learning communities.
- Exhibits or communicates the capability to design and lead professional development.

*** Please be sure to address in your cover letter.**

APPLICANT SIGNATURE _____

STEP-UP ACADEMY

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2



CRITERIA FOR ELIGIBILITY – MASTER PRINCIPAL

PLEASE CHECK EACH ITEM TO CERTIFY THAT YOU MEET THE MINIMUM CRITERIA FOR ELIGIBILITY.

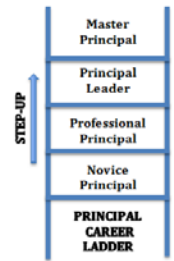
- Five years of experience as a school building leader (year-long internship counts as one year).
- One year of satisfactory experience (meeting the requirements) as a Principal Leader.
- One year of Highly Effective/Effective APPR rating in the past two years. (Year 1 applicants only)
- Three years of Highly Effective/Effective APPR rating in the past five years. (Year 2 applicants only)
- Professional Certification Master’s Degree plus 30 credit hours. (Year 2 applicants only)
- Provides evidence of skill to coach peers. *

***Please be sure to address in your cover letter.**

APPLICANT SIGNATURE _____

STLE2

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2



ROLES AND RESPONSIBILITIES – PRINCIPAL

PLEASE CHECK EACH ITEM TO CERTIFY THAT YOU UNDERSTAND THE ROLES AND RESPONSIBILITIES FOR YOUR TIER.

CHECKLIST

NOVICE PRINCIPAL

- Lead Evaluator training certification.
- Participation in professional development through the STEP-Up Academy.
- Receive coaching.

PROFESSIONAL PRINCIPAL

- Lead Evaluator training certification.
- Participation in professional development through the STEP-Up Academy.
- Engage/participate in county-wide online support activity.

PRINCIPAL LEADER

- Lead Evaluator training certification.
- Participation in professional development through the STEP-Up Academy (at least 18 hours).
- Engage/participate in county-wide online support activity.
- Develop and lead county-wide professional development offering.

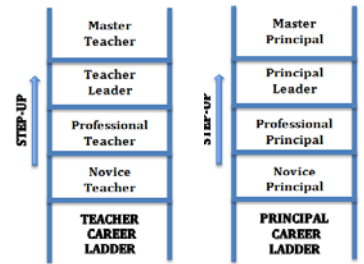
MASTER PRINCIPAL

- Lead Evaluator training certification.
- Participation in professional development through the STEP-Up Academy (at least 18 hours).
- Demonstrate district wide leadership responsibility.
- Engage/participate in county-wide online support activity.
- Develop and lead county-wide professional development offering.
- Lead/facilitate county-wide support activity.
- Provide coaching for novice principals.

APPLICANT SIGNATURE _____

STEP-UP ACADEMY

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2



CERTIFICATION

NAME: _____

SCHOOL: _____

DISTRICT: _____

I certify that the information provided in this application packet is accurate and may be subject to verification by the District Selection Committee.

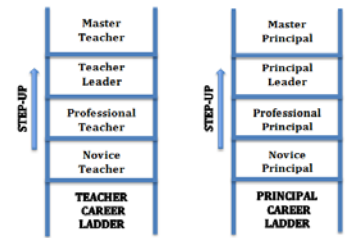
APPLICANT NAME _____ DATE _____

PRINT

APPLICANT SIGNATURE _____

STEP-UP ACADEMY

STRENGTHENING TEACHER AND LEADER EFFECTIVENESS 2



DISTRICT COMPLETION FORM

DISTRICT: _____

To be completed by District Selection Committee member.

Academy Member: _____ Building: _____

This STEP-Up Academy member has completed all Roles and Responsibilities associated with their Career Ladder.

Career Ladder

- Novice Teacher Professional Teacher Teacher Leader Master Teacher
- Novice Principal Professional Principal Principal Leader Master Principal

The Selection Committee nominated this applicant for approval.

To be completed by the Superintendent.

I attest that the above named academy member has completed all requirements of the STEP-Up Project.

Superintendent (print) _____

Superintendent (Signature) _____

Date _____