

# **Standard I: Strategic Leadership**

Principals/assistant principals will create conditions that result in strategically re-imaging the school's vision, mission, and goals in the 21st century. Understanding that schools ideally prepare students for an unseen but not altogether unpredictable future, the leader creates a climate of inquiry that challenges the school community to continually re-purpose itself by building on its core values and beliefs about its preferred future and then developing a pathway to reach it.

**Element Ia. School Vision, Mission and Strategic Goals:** The school's identity, in part, is derived from the vision, mission, values, beliefs and goals of the school, the processes used to establish these attributes, and the ways they are embodied in the life of the school community.

life of the school commun	ity.			
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
Develops his/her own vision of the changing world in the 21st century that schools are preparing children to enter	and  Leads and implements a process for developing a shared vision and strategic goals for student achievement that reflect high expectations for students and staff  Maintains a focus on the vision and strategic goals throughout the school year	and  Creates with stakeholders a vision for the school that captures peoples' attention and imagination  Designs and implements collaborative processes to collect and analyze data about the school's progress for the periodic review and revision of the school's vision, mission, and strategic goals	and  Ensures that the school's identity (vision, mission, values, beliefs and goals) actually drive decisions and inform the culture of the school  Initiates changes to vision and goals based on data to improve performance, school culture and school success	
	ange: The principal/assistanes which result in improved			tegies, for
☐ Identifies changes necessary for the improvement of student learning	and  Systematically considers new and better ways of leading for improved student achievement and engages stakeholders in the change process	and  Adapts/varies leadership style according to the changing needs of the school and community  Is comfortable with major changes in implementing processes and accomplishing tasks  Routinely and systematically communicates the impacts of change processes to all stakeholders	and  Is a driving force behind major initiatives that help students acquire 21st century skills  Systematically challenges the status quo by leading change with potentially beneficial outcomes	

**Element Ic. School Improvement Plan:** The school improvement plan provides the structure for the vision, values, goals and changes necessary for improved achievement for all students.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
☐ Understands statutory requirements regarding the School Improvement Plan	and  Facilitates the collaborative development of the annual School Improvement Plan to realize strategic goals and objectives  Uses the NC Teacher Working Conditions Survey and other data sources to develop the framework for the School Improvement Plan	and  Facilitates the successful execution of the School Improvement Plan aligned to the mission and goals set by the State Board of Education, the local Board of Education  Systematically collects, analyzes, and uses data regarding the school's progress toward attaining strategic goals and objectives	and  Incorporates principles of continuous improvement and creative 21st century concepts for improvement into the School Improvement Plan	
	Leadership: The principal/a aking throughout the school and  Involves parents/ guardians, the community, and staff members in decisions about school governance, curriculum and instruction.  Provides leadership development activities for staff members	ssistant principal creates ar ol.  and  Ensures that parents/ guardians, community members and staff members have autonomy to make decisions and supports the decisions made as a part of the collective decision-making process  Creates opportunities for staff to demonstrate leadership skills by allowing them to assume leadership and	and  Encourages staff members to accept leadership responsibilities outside of the school building  Incorporates teachers and support staff into leadership and decision-making roles in the school in ways that foster the career development of participating teachers	ribute

Comments		







Principals/assistant principals set high standards for the professional practice of 21st century instruction and assessment that result in a no-nonsense accountable environment. They must be knowledgeable of best instructional and school practices and must use this knowledge to cause the creation of collaborative structures within the school for the design of highly engaging schoolwork for students, the on-going peer review of this work, and the sharing of this work throughout the professional community.

**Element IIa. Focus on Learning and Teaching, Curriculum, Instruction and Assessment:** The principal/assistant principal leads the discussion about standards for curriculum, instruction and assessment based on research and best practices in order to establish and achieve high expectations for students.

establish and adheve high	expectations for students.			
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
<ul> <li>□ Collects and analyzes student assessment data in adherence with instructional and legal requirements</li> <li>□ Provides students access to a variety of 21st century instructional tools, including technology</li> </ul>	Systematically focuses on the alignment of learning, teaching, curriculum, instruction, and assessment to maximize student learning      Organizes targeted opportunities for teachers to learn how to teach their subjects well      Ensures that students are provided opportunities to learn and utilize best practices in the integrated use of 21st century instructional tools, including technology, to solve problems	Ensures that the alignment of learning, teaching, curriculum, instruction, and assessment is focused to maximize student learning     Creates a culture that it is the responsibility of all staff to make sure that all students are successful	and  Ensures that knowledge of teaching and learning serves as the foundation for the school's professional learning community  Encourages and challenges staff to reflect deeply on, and define, what knowledge, skills and concepts are essential to the complete educational development of students	

Element Ilb. Focus on Instructional Time: The principal/assistant principal creates processes and schedules which protect teachers from disruption of instructional or preparation time. **Not Demonstrated Developing Proficient Accomplished Distinguished** (Comment Required) . . . and . . . and . . . and ■ Understands the need ■ Adheres to legal ■ Ensures that teachers ■ Structures the school for teachers to have requirements for planning have the legally required schedule to enable all daily planning time and and instructional time amount of daily planning teachers to have individual duty-free lunch periods and lunch periods and team collaborative ■ Develops a master planning time □ Is knowledgeable of schedule to maximize Routinely and designs for age-■ Systematically monitors conscientiously student learning by appropriate school providing for individual implements processes the effect of the master schedules which and on-going collaborative to protect instructional schedule on collaborative address the learning planning for every teacher time from interruptions planning and student needs of diverse achievement ■ Designs scheduling student populations processes and protocols ■ Ensures that district that maximize staff input leadership is informed and address diverse of the amounts and student learning needs scheduling of individual and team planning time Comments

### **Standard III: Cultural Leadership**

Principals/assistant principals will understand and act on the understanding of the important role a school's culture plays in contributing to the exemplary performance of the school. Principals/assistant principals must support and value the traditions, artifacts, symbols and positive values and norms of the school and community that result in a sense of identity and pride upon which to build a positive future. A principal/assistant principal must be able to "re-culture" the school if needed to align with school's goals of improving student and adult learning and to infuse the work of the adults and students with passion, meaning and purpose. Cultural leadership implies understanding the school and the people in it each day, how they came to their current state, and how to connect with their traditions in order to move them forward to support the school's efforts to achieve individual and collective goals.

Element Illa. Focus on Collaborative Work Environment: The principal/assistant principal understands and acts on the understanding of the positive role that a collaborative work environment can play in the school's culture. **Not Demonstrated Developing Proficient Accomplished Distinguished** (Comment Required) . . . and . . . and . . . and Understands Designs elements ■ Utilizes a collaborative Establishes a characteristics of a of a collaborative work environment collaborative work and positive work collaborative work predicated on siteenvironment which environment within the environment within the based management promotes cohesion and and decision making, school school cooperation among staff a sense of community, Understands the Participates in and relies ☐ Facilitates the and cooperation within importance of data upon the School collaborative (team) the school gained from the Teacher Improvement Team and design, sharing, other stakeholder voices Working Conditions Monitors the evaluation, and to make decisions about Survey and other data implementation and archiving of rigorous, sources from parents, school policies response to school relevant, and engaging students, teachers and policies and provides instructional lessons Utilizes data gained stakeholders that reflect feedback to the School that ensure students from the Teacher on the teaching and Improvement Team for acquire essential Working Conditions learning environment their consideration knowledge and skills Survey and other within the school. sources to understand Initiates changes resulting from data perceptions of the work environment gained from the Teacher Working Conditions Survey and other sources Element IIIb. School Culture and Identity: The principal/assistant principal develops and uses shared vision, values and goals to define the identity and culture of the school. . . . and . . . and . . . and ■ Systematically develops ☐ Establishes a culture of ☐ Ensures that the school's Understands the importance of and uses shared values, collaboration, distributed identity and changing developing a shared beliefs and a shared leadership and culture (vision, mission, vision, mission, values, vision to establish a continuous improvement values, beliefs and beliefs and goals to school culture and in the school which goals) actually establish a school identity guides the disciplined drives decisions and thought and action of all culture and identity informs the culture of staff and students the school

**Element IIIc.** Acknowledges Failures; Celebrates Accomplishments and Rewards: The principal/assistant principal acknowledges failures and celebrates accomplishments of the school in order to define the identity, culture and performance of the school.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
Recognizes the importance of acknowledging failures and celebrating accomplishments of the school and staff	and  Uses established criteria for performance as the primary basis for reward and advancement	and  Systematically recognizes individuals for reward and advancement based on established criteria  Recognizes individual and collective contributions toward attainment of strategic goals	and  Utilizes recognition, reward, and advancement as a way to promote the accomplishments of the school  Utilizes recognition of failure as an opportunity to improve	
Understands the importance of building a sense of efficacy and empowerment among staff  ☐ Understands the importance of developing a sense of well-being among staff,	school's identity, culture arand  Identifies strategies for building a sense of efficacy and empowerment among staff  Identifies strategies for developing a sense of well-being among staff, students and parents/ quardians	and  Utilizes a variety of activities, tools and protocols to develop efficacy and empowerment among staff  Actively models and promotes a sense of well-being among staff, students and parents/	and  Builds a sense of efficacy and empowerment among staff that results in increased capacity to accomplish substantial outcomes  Utilizes a collective sense of well-being among staff, students	

Comments		

# **Standard IV: Human Resource Leadership**

Principals/assistant principals will ensure that the school is a professional learning community. Principals/assistant principals will ensure that process and systems are in place which results in recruitment, induction, support, evaluation, development and retention of high performing staff. The principal/assistant principal must engage and empower accomplished teachers in a distributive manner, including support of teachers in day-to-day decisions such as discipline, communication with parents/ guardians, and protecting teachers from duties that interfere with teaching, and must practice fair and consistent evaluations of teachers. The principal/assistant principal must engage teachers and other professional staff in conversations to plan their career paths and support district succession planning.

Element IVa. Professional Development/Learning Communities: The principal/assistant principal ensures that the school is a professional learning community.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
<ul> <li>Understands the importance of developing effective professional learning communities and results-oriented professional development</li> <li>Understands the importance of continued personal learning and professional development</li> </ul>	and  Provides structures for, and implements the development of effective professional learning communities and results-oriented professional development  Routinely participates in professional development focused on improving instructional programs and practices	and  Facilitates opportunities for effective professional learning communities aligned with the school improvement plan, focused on results, and characterized by collective responsibility for instructional planning and student learning	and  Ensures that professional development within the school is aligned with curricular, instructional, and assessment needs, while recognizing the unique professional development needs of individual staff members	
	Hiring, Placing and Mento e a high-quality, high-perform		assistant principal establish	es processes and
☐ Understands the school's need to recruit, hire, appropriately place, and mentor new staff members	and At the school level, creates and implements processes for:  Recruiting new teachers and staff Hiring new teachers and staff Placing new teachers and staff Mentoring new teachers and staff Mentoring new teachers and staff	and  Supports, mentors and coaches staff members who are new or emerging leaders or who need additional support	Continuously searches for staff with outstanding potential as educators and provides the best placement of both new and existing staff to fully benefit from their strengths in meeting the needs of a diverse student population  Ensures that professional development is available for staff members with potential to serve as mentors and coaches	

**Element IVc. Teacher and Staff Evaluation:** The principal/assistant principal evaluates teachers and other staff in a fair and equitable manner with the focus on improving performance and, thus, student achievement.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
Adheres to legal requirements for teacher and staff evaluation	and  Creates processes to provide formal feedback to teachers concerning the effectiveness of their classroom instruction and ways to improve their instructional practice  Implements district and state evaluation policies in a fair and equitable manner	and  Utilizes multiple assessments to evaluate teachers and other staff members  Evaluates teachers and other staff in a fair and equitable manner and utilizes the results of evaluations to improve instructional practice	and  Analyzes the results of teacher and staff evaluations holistically and utilizes the results to direct professional development opportunities in the school	

Comments			

# **Standard V: Managerial Leadership**

Principals/assistant principals will ensure that the school has processes and systems in place for budgeting, staffing, problem solving, communicating expectations and scheduling that result in organizing the work routines in the building. The principal/assistant principal must be responsible for the monitoring of the school budget and the inclusion of all teachers in the budget decision so as to meet the 21st century needs of every classroom. Effectively and efficiently managing the complexity of everyday life is critical for staff to be able to focus its energy on improvement.

**Element Va. School Resources and Budget:** The principal/assistant principal establishes budget processes and systems which are focused on, and result in, improved student achievement.

focused on, and result in,	improved student achievem	nent.				
Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)		
□ Is knowledgeable of school budget and accounting procedures □ Utilizes input from staff to establish funding priorities and a balanced operational budget for school programs and activities	and  Incorporates the input of the School Improvement Team in budget and resource decisions  Uses feedback and data to assess the success of funding and program decisions	and  Designs transparent systems to equitably manage human and financial resources	and  Ensures the strategic allocation and equitable use of financial resources to meet instructional goals and support teacher needs			
	<b>Element Vb. Conflict Management and Resolution:</b> The principal/assistant principal effectively and efficiently manages the complexity of human interactions so that the focus of the school can be on improved student achievement.					
Demonstrates awareness of potential problems and/or areas of conflict within the school	and  Creates processes to resolve problems and/or areas of conflict within the school	and  Resolves school-based problems/conflicts in a fair, democratic way  Provides opportunities for staff members to express opinions contrary to those of authority or in relation to potentially discordant issues  Discusses with staff and implements solutions to address potentially discordant issues	and  Monitors staff response to discussions about solutions to potentially discordant issues to ensure that all interests are heard and respected  Resolves conflicts to ensure the best interest of students and the school result			
		cipal/assistant principal designschool can be on improved		ns of formal		
☐ Understands the importance of open, effective communication in the operation of the school	<ul> <li>Designs a system of open communication that provides for the timely, responsible sharing of information to, from, and with the school community</li> <li>Routinely involves the school improvement team in school wide communications processes</li> </ul>	<ul> <li>□ Utilizes a system of open communication that provides for the timely, responsible sharing of information within the school community</li> <li>□ Provides information in different formats in multiple ways through different media in order to ensure communication with all members of the community</li> </ul>	☐ Ensures that all community stakeholders and educators are aware of school goals for instruction and achievement, activities used to meet these goals, and progress toward meeting these goals			

**Element Vd. School Expectations for Students and Staff:** The principal/assistant principal develops and enforces expectations, structures, rules and procedures for students and staff.

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Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
<ul> <li>Understands the importance of clear expectations, structures, rules and procedures for students and staff</li> <li>Understands district and state policy and law related to student conduct, etc.</li> </ul>	and  Collaboratively develops clear expectations, structures, rules and procedures for students and staff through the School Improvement Team  Effectively implements district rules and procedures	and  Communicates and enforces clear expectations, structures, and fair rules and procedures for students and staff	and  Systematically monitors issues around compliance with expectations, structures, rules and expectations. Utilizes staff and student input to resolve such issues  Regularly reviews the need for changes to expectations, structures, rules and	

Comments			

### Standard VI: External Development Leadership

Principals/assistant principals will design structures and processes that result in community engagement, support, and ownership. Acknowledging that schools no longer reflect but, in fact, build community, the leader proactively creates with staff, opportunities for parents/guardians, community and business representatives to participate as "stockholders" in the school such that continued investment of resources and good will are not left to chance.

Element VIa. Parent and Community Involvement and Outreach: The principal/assistant principal designs structures and processes which result in parent and community engagement, support and ownership for the school. **Not Demonstrated** Developing **Proficient Accomplished Distinguished** (Comment Required) . . . and . . . and . . . and ■ Interacts with, and Proactively creates ☐ Implements processes □ Proactively develops acknowledges that systems that engage that empower relationships with parents/guardians and parents/ guardians parents/guardians parents/guardians and community members and all community and all community the community so as to have a critical role in stakeholders in a stakeholders to make develop good will and developing community shared responsibility significant decisions garner fiscal, intellectual engagement, support for student and school and human resources and ownership of the success reflecting the that support specific school community's vision of aspects of the school's the school learning agenda ☐ Identifies the positive, culturally-responsive traditions of the school and community Element VIb. Federal, State and District Mandates: The principal/assistant principal designs protocols and processes in order to comply with federal, state, and district mandates. . . . and . . . and . . . and ■ Is knowledgeable of Designs protocols and Ensures compliance with ■ Interprets federal, state applicable federal, state processes to comply federal, state and district and district mandates for and district mandates with federal, state and mandates the school community district mandates so that such mandates ■ Is aware of district goals Continually assesses are viewed and initiatives directed ☐ Implements district the progress of district as an opportunity for at improving student initiatives directed initiatives and reports improvement within the achievement at improving student results to district-level school achievement decision makers ■ Actively participates in the development of district goals and initiatives directed at improving student achievement Comments

# **Standard VII: Micro-political Leadership**

Principals/assistant principals will build systems and relationships that utilize the staff's diversity, encourage constructive ideological conflict in order to leverage staff expertise, power and influence in order to realize the school's vision for success. The principal/assistant principal will also creatively employ an awareness of staff's professional needs, issues, and interests to build cohesion and to facilitate distributed governance and shared decision making.

**School Executive Micro-political Leadership:** The principal/assistant principal develops systems and relationships to leverage staff expertise and influence in order to influence the school's identity, culture and performance.

Developing	Proficient	Accomplished	Distinguished	Not Demonstrated (Comment Required)
	and	and	and	
Maintains high visibility and is easily accessible throughout the school	□ Is aware of the expertise, power and influence of staff members, and demonstrates sensitivity to their personal and professional needs	☐ Builds systems and relationships that utilize the staffs diversity, ideological differences and expertise to realize the school's goals	☐ Creatively employs an awareness of staff's professional needs, issues and interests to build cohesion and to facilitate distributed governance and shared decision-making	

Comments		