



**Arkansas Leadership Academy  
Master Principal Program  
Phase III Application  
2019 - 2020**

*We are pleased you are interested in participating in Phase III of the Master Principal Program. Congratulations on your efforts so far and your desire to continue to grow as a school leader!*

**Institute sessions will be held at  
Winthrop Rockefeller Institute  
September 9 – 12, 2019  
December 3 – 5, 2019  
March 31 – April 2, 2020**

**DIRECTIONS FOR COMPLETING THE APPLICATION**

Application for completing all 6 parts of the application may be found on the ALA website  
<https://www.arkansasleadershipacademy.org/programs/master-principal/>

**To submit the application:**

**Part A:**

- **Due by June 23, 2019**
- Send by email, fax or USPS
- Application cover page (general & contact information)
- Signature page (superintendent and principal commitments and dates)  
*Application must have signed copies of components 1 and 2 before it will be processed*

**Part B:**

- **Due June 30, 2019**
- Part B by email only, scanned and submitted to [rdelsoto@uark.edu](mailto:rdelsoto@uark.edu)
- Header of application should include: Your name, school name, and date
- 3-5 page Context of the Journey (your school story) double-spaced, 12 point Times New Roman font  
-using the 5 Performance Strands as a filter, but in the form of a narrative or case study. This story will be a reflective activity, a tool for the principal's communication with various stakeholders, and provide information for the Scoring Team regarding the principal's leadership performance.
- Responses to 5 Guiding Questions – one for each Performance Strand. Responses should describe practices using evidence-based language - notto exceed 2 pages each (double-spaced, 12 point font).
- Completed Self-Assessment. Using the ALA Rubric, the principal will reflect on personal and school practices and assign a score for each strand and skill.

Application will not be accepted if all components are not signed and submitted prior to deadline.

- Academy staff may elect to contact the applicant for clarification or further explanation.

Candidates will be notified of acceptance status no later than August 1, 2019.



# Arkansas Leadership Academy

## Master Principal Institute Phase III Application

Date \_\_\_\_\_

Please **print** the following:

### INDIVIDUAL INFORMATION

LAST NAME: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_

HOME ADDRESS - STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_ HOME EMAIL: \_\_\_\_\_

**Male**

**Female**

**African American**

**Asian**

**Hispanic/Latino**

**Native American**

**White**

**Other:**

### SCHOOL INFORMATION

SCHOOL DISTRICT: \_\_\_\_\_

SCHOOL NAME: \_\_\_\_\_

WORK ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ COUNTY: \_\_\_\_\_ PHONE: \_\_\_\_\_

WORK FAX: \_\_\_\_\_ WORK E-MAIL: \_\_\_\_\_

EDUCATIONAL COOPERATIVE FOR YOUR DISTRICT: \_\_\_\_\_

TOTAL YEARS AS PRINCIPAL: \_\_\_\_\_ (PLEASE RECORD YEARS OF EXPERIENCE AS A PRINCIPAL BELOW)

DATES

SCHOOL / GRADE LEVEL

DISTRICT

<u>DATES</u>	<u>SCHOOL / GRADE LEVEL</u>	<u>DISTRICT</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PLEASE CHECK THE ONE THAT MOST ACCURATELY DESCRIBES YOUR SCHOOL'S CURRENT LEVEL OF STUDENT PERFORMANCE:

- Low Performing**
- Middle Performing**
- High Performing**

CURRENTLY PRINCIPAL OF THE FOLLOWING SCHOOL LEVEL: \_\_\_\_\_

OTHER \_\_\_\_\_

GRADE LEVELS SERVED: \_\_\_\_\_

**MPI – PHASE III**  
**Session 1: September 9-12, 2019**  
**Session 2: December 3-5, 2019**  
**Session 3: March 31 – April 2, 2020**

**COMMITMENT:**

**PRINCIPAL**

ALL INFORMATION SUBMITTED IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

PRINCIPAL'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**SUPERINTENDENT**

IF \_\_\_\_\_ IS SELECTED TO ATTEND THE ARKANSAS LEADERSHIP ACADEMY- MASTER PRINCIPAL INSTITUTE,

- I COMMIT TO SUPPORT HIM/HER THROUGH THIS ENDEAVOR.
- I UNDERSTAND THAT HIS/HER ATTENDANCE AT ALL SESSIONS IS MANDATORY.
- I UNDERSTAND THAT IF MY PRINCIPAL MISSES ANY OR ALL OF A SESSION THE SCHOOL DISTRICT WILL RECEIVE AN INVOICE FOR INSTITUTE COSTS WHICH INCLUDE LODGING, MEALS, AND PARTICIPANT FEES.

I CERTIFY THAT THIS CANDIDATE IS A FULL-TIME BUILDING PRINCIPAL AND HAS A TOTAL OF \_\_\_\_\_ YEARS EXPERIENCE AS A PRINCIPAL (EXCLUDING ASSISTANT PRINCIPAL EXPERIENCE).

SUPERINTENDENT'S NAME (PLEASE PRINT) \_\_\_\_\_

SUPERINTENDENT'S EMAIL: \_\_\_\_\_

SUPERINTENDENT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Principal and Superintendent signatures are required before application is processed**

**Submit application to [rdelsoto@uark.edu](mailto:rdelsoto@uark.edu)**  
**Arkansas Leadership Academy**  
**346 N. West Ave., Room 300**  
**Fayetteville, AR 72701**  
**Fax: (479) 575-8663**  
**Office: (479) 575-3030**

Name:

School:

Date:

**PART 3: CONTEXT OF THE JOURNEY**

The 5 Performance Strands should be used as a filter, but your writing will be in the form of a narrative or case study. This story will be a reflective activity, a tool for the principal's communication with various stakeholders, and provide information for the Scoring Team regarding the principal's leadership performance.

This is a 3-5 page narrative of the context of your journey (your school story). It should be double-spaced using a legible 12 point font. Please "copy and paste" your narrative below.

Name:

School:

Date:

**PART 4: GUIDING QUESTIONS FOR PERFORMANCE STRANDS**

The questions below are designed to:

- a) Prompt reflection by the principal and school's stakeholders,
- b) Improve the principal's communication about the key components of research-based effective practices in each of the ALA 5 Performance Areas as they are implemented in their school, and
- c) Provide evidence to inform proficiency scores for the application.

As a systems-thinking leader who uses results-based change strategies, principals are not asked to address each Skill separately as coded in the Rubric, but rather to use the Rubric descriptions of the Performance Strand's Skills comprehensively to inform their responses.

Directions for responding to the prompts:

- Read the questions presented in each prompt.
- Reflect on what you are doing and would like to be doing in these areas.
- Review the Rubrics for the entire Performance Strand as they pertain to these questions.
- Draft your response in a word processing document.
- Responses should describe practices using evidence-based language.
- Review your draft responses to make sure you have a) responded to what is being asked for each question, and b) addressed relevant considerations included in the Rubrics.
- Carefully proof and finalize your response. Each response should not exceed 2 pages (double-spaced, 12 point font).
- Copy and paste your responses into the spaces provided

ALA use only:

Score:

Name:

School:

Date:

**Performance Strand 1: Setting Clear and Compelling Direction**

How are you creating a shared purpose and implementing a strategic action plan for your school? Enter your response below.

ALA use only:

Score:

Name:

School:

Date:

**Performance Strand 2: Shaping Culture for Learning**

How are you building and sustaining a positive, diverse and collaborative culture for learning and work? Enter your response below.

ALA use only:

Score:



Name:

School:

Date:

**Performance Strand 3: Leading and Managing Change**

How are you leading systemic change efforts to scale? Enter your response below.

ALA use only:

Score:

Name:

School:

Date:

**Performance Strand 4: Transforming Teaching and Learning**

Provide two examples (1 teacher and 1 student) of how you are ensuring high quality teaching and learning. Enter your response below.

ALA use only:

Score:

Name:

School:

Date:

**Performance Strand 5: Managing Accountability Systems**

Describe adult and student accountability systems which ensure an equitable results-based culture of inquiry, learning and decision-making. Enter your response below.

ALA use only:

Score:

Name:

School:

Date:

**PART 5: PRINCIPAL SELF-ASSESSMENT RESPONSE**

NOTE: Reference the "Guide to Self-Assessment and Professional LEARNING."

Rate yourself on a scale of 1 (Lowest) to 5 (Highest)

**1. Setting Clear and Compelling Direction**

**Rating**

- 1.1 Develop shared purpose and coherent effort through mission, vision and beliefs
- 1.2 Develop, implement and communicate a results-based strategic action plan
- 1.3 Establish a sense of urgency that leads to action

**Overall Rating:**

**Comments:**

**2. Shaping Culture for Learning**

**Rating**

- 2.1 Establish desired culture through norms, rituals, traditions, common language and cultural Competencies
- 2.2 Promote a safe, positive, interactive and supportive climate
- 2.3 Build and sustain collaborative relationship and structures for learning and work
- 2.4 Infuse diversity of people, perspectives, ideas and experiences into the work
- 2.5 Use skills of influence, persuasion and advocacy to engage with multiple community sectors as a public leader

**Overall Rating:**

**Comments:**

ALA use only:

Score:

Name:

School:

Date:

### 3. Leading and Managing Change

Rating

- 3.1 Develop and distribute leadership to sustain a high performing organization
- 3.2 Deploy an integrated management system for systemic results
- 3.3 Use individual, group, and organizational change research, processes and tools
- 3.4 Use reflection, inquiry and assessment practices for continuous learning and improvement
- 3.5 Lead change efforts to scale

**Overall Rating:**

**Comments:**

### 4. Transforming Teaching and Learning

Rating

- 4.1 Expect high quality teaching and learning
- 4.2 Observe teaching practice and provide actionable feedback for professional learning
- 4.3 Ensure all learners engage in rigorous, relevant, and student-centered learning experiences
- 4.4 Become literate as a leader of digital learning environments
- 4.5 Ensure alignment of standards, curriculum, teaching, assessment and professional learning

**Overall Rating:**

**Comments:**

ALA use only:

Score:

Name:

School:

Date:

**5. Managing Accountability Systems**

**Rating**

- 5.1 Use student performance-based accountability systems for decision-making
- 5.2 Use adult performance-based accountability systems for decision-making
- 5.3 Acquire, allocate and distribute resources equitably
- 5.4 Embrace implications from emerging knowledge to improve student and adult learning and performance

**Overall Rating:**

**Comments:**

ALA Use Only:

Score: