



LLP Partners: Areas of Responsibility

MASSACHUSETTS SECONDARY SCHOOL ADMINISTRATORS' ASSOCIATION, INC.

Program Administration

Finances
Academic Records
PDP's/Course Credit
M.Ed./Endicott College
Financial Management
Secretarial Services

Communication

ListServ
Notices

Academic Advisement

Student Records
Class Attendance
Texts, program materials
Licensure Requirements
Documentation of credentials
for licensure to MDESE

TEACHERS²¹

Faculty
Curriculum Delivery
Curriculum Development
Faculty Support
Student Assessment

MASSACHUSETTS ASCD

Pre-Practicum and Practicum Support
Services
Program Supervisors
School and District Mentors
Portfolio

THE PARTNERSHIP: MSSAA, TEACHERS²¹, MASCD

Program Coordination
Application Review
Students Support and Assessment
Program Review

STUDENT SUPPORT PERSONNEL

Program Supervisor - The program supervisor is a successful educational leader who works in partnership with the candidate, academic advisor and school mentor to tailor each practicum to the candidate's background and career goals. The program supervisor meets periodically with the candidate and the district mentor, at the practicum site.

Mentor - The mentor is the administrator who supervises the candidate's work at the practicum site.

Academic Advisor - Each candidate is assigned an academic advisor. The advisor maintains regular contact and conducts periodic meetings with candidates as they progress through the program of study and final exhibition. The advisor is present and available for consultation at the program site.