

**The Massachusetts School
Administrators' Association together
with TEACHERS21**



...Invite candidates to enroll in a twelve month program of study for qualified Massachusetts educators to obtain initial licensure as a Principal/ Assistant Principal (PreK–8; 5–12), or Supervisor/ Director (including Director of Guidance, not including Special Education Director).

The LLP is a highly selective program, with rigorous academic and performance standards coupled with continual support for participants during the instructional program, the practicum, and the first year of employment as a school administrator.

Program Information

***Program begins July 2018 and ends early May 2019
Orientation Meeting: June 6, 2018***

***Tuition:
LLP/license only— \$11,600.00***

***Optional 30 graduate credits through Endicott College
approximately \$3,384.00 in addition to LLP tuition
(‘17-‘18 cost, ‘18-‘19 tbd)***

Qualified candidates may also elect to apply course credit earned towards a Master of Education in Educational Leadership at Endicott College. This graduate course credit (30 credits) is available at an additional cost (see above). Two additional courses/six credits are required to complete the 36 credit Master’s. The courses are held at the MSAA Franklin office June & July of 2019.

Please note: Pearson/DESE the entity that oversees the Performance Assessment for Leaders has instituted a per task fee of \$107 fee for the 17-18 cohort. We do not know what the fee will be for 18-19. This is in addition to the LLP/Endicott Tuition and DESE license fee.



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The MSAA Leadership Licensure Program with instruction and curriculum development provided by TEACHERS21 prepares aspiring administrators for initial licensure in Massachusetts as principals/assistant principals (PreK-8; 5-12), or supervisors/directors. It is a rigorous, comprehensive program built upon the knowledgebase of effective teaching and learning and the best practices of instructional and organizational leadership. It prepares educators for leadership in public schools in Massachusetts focusing on knowledge of subject matter and the implementation of the Massachusetts Curriculum Frameworks, the Common Core and state student assessment programs. The program integrates coursework, fieldwork, and the state mandated MA-PAL tasks, as well as its own performance assessment that enable candidates to develop the requisite knowledge and skills to meet the Massachusetts Department of Elementary and Secondary Education's Professional Standards for Administrators. The Program's highly integrated approach to learning and reflection, along with the continual collaboration with fellow cohort members, make it a unique licensure program.

OVERVIEW AND DESCRIPTION OF THE PROGRAM

The curriculum modules of the Leadership Licensure Program are taught by TEACHERS21's highly skilled school/program leaders and consultants. Coursework expectations are deeply imbedded throughout the 500-hour practicum. This enables candidates to apply course content within school settings. The Leadership Licensure Program Practicum provides valuable experiences for contextualized, authentic application of the knowledgebase.

In the Leadership Licensure Program, candidates work under the supervision of a school mentor and a program supervisor. Mentors and supervisors are successful school and program leaders who will guide the candidate, tailoring each practicum to the candidate's background and career goals. The mentor provides administrative opportunities and guidance throughout the practicum experience. The supervisor works with the candidate to determine appropriate placement(s) and conduct orientation for mentors and candidates. The relationship between candidate, mentor, and supervisor is a partnership designed to help the candidate meet the Massachusetts Department of Elementary and Secondary Education's Professional Standards for Administrators and the requirements of the Massachusetts Performance Assessment for Leaders. In order to experience diverse settings, the candidate will provide evidence of work in three or more other schools in addition to the primary placement. The supervisor maintains regular contact with mentors and candidates and conducts periodic meetings and observations during both coursework and practicum.

CURRICULUM THEMES

The curriculum for the Leadership Licensure Program has been designed as seven modules that are delivered in an integrated series of full-day sessions.

Woven through all curriculum modules are themes that should guide administrators' practice:

- Effective communication skills and tools
- Equity and inclusion for all children and adults in schools
- Reflection as a habit of mind
- Ongoing assessment that drives decision making
- Professional community as a foundation for school improvement
- Research-based practices and programs
- Family and community engagement

In addition, instructors challenge participants with questions that leaders should continuously be asking themselves:

- Whom am I serving and how can I serve them best?
- How do I create the conditions that support the changes I am proposing?
- Am I addressing issues of equity?
- What can I learn from this experience? How could I have done this differently?

All instructors participate annually in a faculty retreat at which these themes and key questions are examined. The role instructors take in ensuring curriculum coordination and coherence is a hallmark of this high-quality program.

REQUIREMENTS FOR ADMISSION

1. Completed application. A virtual or face to face interview may be scheduled. [Application](#)
 2. 250-500 word essay; Describe a situation demonstrating your commitment to a students' intellectual, social, and emotional growth.
 3. 250-500 word essay; Describe the factors behind your desire to become a school leader. Then describe a project/action demonstrating a leadership role in your school within the past three years. Define the problem, your corrective action, and the impact to your school. From this experience, conclude by sharing how you envision the continual development and motivation of staff, students, and parents as a future leader.
 5. Candidate's Resume or Vitae.
 6. Copy of current Teaching Certificate indicating Prerequisite License or print out of license page from ELAR.
 7. A separate letter on school district letterhead from a school, or schools, certifying a minimum of three years, full-time experience working under an DESE-approved license.
Please note: This letter must be on official school letterhead and must include the following: candidate's name, MEPID and teacher license number.
Photocopies and/or faxed copies of this letter are acceptable.
 8. Signed Superintendent/Principal Agreement.
 9. A reference from each of the following: a. District Superintendent or Assistant Superintendent; b. Principal/Assistant Principal; and c. Professional colleague (Please use the forms provided in the [application](#))
 10. **Two original** sets of undergraduate transcripts and, if applicable, two original sets of graduate transcripts, including transcripts of transfer credit. Transcripts must be sent directly to the MSAA from your College or University.
 11. \$50.00 Application fee payable to MSAA (non-refundable) (Candidates whose application is postmarked on or before February 15, 2018 will receive a \$300 credit towards tuition, which will be applied at a later date.)
 12. A copy of your MTEL Communication & Literacy Skills test results and information relating to SEI Endorsement (please see the application).
- We advise candidates to review the [new prerequisites and licensure requirements](#) at for the license desired.
 - **Please note: COPIES OF DOCUMENTS ARE EXCEPTED, UNLESS OTHERWISE NOTED.**



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Calendar

As of 12/5/17

Orientation, June 6, 2018	Summer Week #1 July 16 to 20, 2018 (classes 8:00am—4:00pm)	Summer Week #2 August 6 to 10, 2018 (classes 8:00am—4:00pm)
Weekend #1 September 7 & 8, 2018	Weekend #2 & #3 October 12 & 13, 2018 October 26 & 27, 2018	Weekend #4 November 16 & 17, 2018
Weekend #5 December 7 & 8, 2018	Weekend #6 January 11 & 12, 2019	Weekend #7 February 8 & 9, 2019
Weekend #8 March 8 & 9, 2019	Weekend #9 April 5 & 6, 2019	Weekend #10 May 3 & 4, 2019

SEI Training: Administrative licensure regulations require candidates have SEI endorsement. LLP offers administrator SEI training in March.

The dates are March 22 & 23, 2019.

If you have the Teacher SEI Endorsement you will not need to take the Administrator SEI course.

Final Celebration May 16, 2019

From September through May courses will be conducted:

Friday	4:30 p.m. to 9:30 p.m.
Saturday	8:30 a.m. to 4:30 p.m.
Summer	8:00 a.m. to 4:00 p.m. (Fridays til 3:00pm)

Courses will be taught at the MSAA Offices
33 Forge Parkway, Franklin, MA 02038