



Every child, every day, without exception!

CATOOSA COUNTY PUBLIC SCHOOLS

A Georgia Charter System

Leadership Development

The goal of the Catoosa County Leadership Program is to develop and support school leaders who will prepare students to reach their full potential, so they graduate prepared to be good citizens and leaders of the future.

Aspiring Leader Academy

Purpose: The purpose of the Aspiring leader Academy is to recruit, develop and retain school leaders who will achieve the vision and mission of Catoosa County Public Schools. To be effective, a school leader must have the knowledge, skills and talent that cannot be acquired in college courses alone. The program helps to bridge the gap between theory and practice for teachers who aspire to be school leaders.

Target Group: CCPS Teachers who have exhibited leadership skills in their current assignments

Selection Process: Teachers complete an application. Their immediate supervisors are asked to complete a confidential nomination form. The Aspiring Leader Academy Selection Committee will be appointed by the Superintendent.

Curriculum: Teaching methods include case studies, book studies, panel discussions, job shadowing, and collaborative learning. CCPS Directors will meet with the cohort group to explain procedures and policies within their specific responsibilities. By giving the aspiring leaders an overall look at all areas within the district, they will develop a strong sense of how the district operates and how it all fits together to serve our overall mission. The following topics are explored during the year.

Instructional Leadership	Teacher Evaluation	Special Education
School Climate	Planning and Assessment	Technology
Student Services	Operational Management	Budget and Finance
Human Resources	Professionalism	School Law

Time Line: Participants meet monthly after school hours for 18 months.

Aspiring Principal Academy

Purpose: The purpose of the Aspiring Principal Academy is to support, develop and retain school leaders who will achieve the vision and mission of Catoosa County Public Schools.

Target Group: CCPS assistant principals who have exhibited leadership skills in their current assignments.

Selection Process: Participation will be on a volunteer basis.

Time Line: Participants meet quarterly for 18 months.

Curriculum: An overview of the duties and responsibilities of a school principal will be looked at in depth. The following are examples of these responsibilities, but the curriculum will be tailored to meet the needs of the group each year.

Monitoring a school wide budget	Evaluating academic growth
Understanding school law	Building Professional Learning Communities
Maximizing teacher allotment	Establishing relationships with integrity
Evaluating and conferencing with teachers	Identifying and building teacher leaders
Managing time	Establishing a vision
Transitioning from manager to leader	Becoming the instructional leader

Assistant Principal Academy

Purpose: The purpose of the New Assistant Principal Academy is to support, develop and retain school leaders who will achieve the vision and mission of Catoosa County Public Schools. We recognize that principals provide the most effective day to day support and training for their assistants; but, due to time restraints, may not be able to do as much training as is needed. This program offers support from the Leadership Development Coordinators as well as mentoring from strong veteran administrators.

Target Group: First and second year assistant principals

Time line: The number of meeting sessions will vary depending on the needs of the group. In addition, opportunities for meeting with mentors and attending leadership professional learning training will be included.

Curriculum: The Leadership development Coordinator identifies specific responsibilities of the assistant principals and offers support and training in those areas. The following are examples of these responsibilities, but the curriculum will be tailored to meet the needs of the group each year.

Developing a school wide attendance plan	Developing School Improvement Plan
Overseeing the FTE process	Handling discipline
Maintaining inventory for the school	Building a schedule
Conducting a meeting (Parent, 504, IEP)	Coordinating student assessment
Working with a school improvement team	Teacher Evaluation
Developing a safety plan and yearlong program	Understanding Ethics
Managing a budget	Managing Time
Building Professional Learning Communities	

Principal Academy

Purpose: The purpose of the New Principal Academy is to support, develop and retain school leaders who will achieve the vision and mission of Catoosa County Public Schools. Depending on their previous experience, principals come into the job with varying amounts of experience. This program offers support from the Leadership Development Coordinators as well as mentoring from strong veteran administrators.

Target Group: First and second year principals.

Time line: The number of meeting sessions will vary depending on the needs of the group. In addition, opportunities for meeting with mentors and attending leadership professional learning training will be included.

Curriculum: The Leadership Development Coordinator will meet with new principals to identify specific responsibilities for which they need support and training. The following are examples of these responsibilities, but the curriculum will be tailored to meet the needs of the group each year.

Monitoring a school wide budget	Establishing relationships with integrity
Understanding school law	Identifying and building teacher leaders
Maximizing teacher allotment	Establishing a vision
Evaluating and conferencing with teachers	Becoming the instructional leader
Managing time	Evaluating academic growth
Building Professional Learning Communities	Transitioning from manager to leader
Developing a School Improvement Plan	

Executive Leadership Academy

Purpose: The purpose of the Executive Leadership Academy is to support, develop and retain school leaders who will achieve the vision and mission of Catoosa County Public Schools. School level administrators may have aspirations of working at the district level. This academy will offer training and support for strong building level administrators who may one day be in those positions. Participants understand that being selected to this group does not mean that they will be selected for future open district positions but rather that they are adding to their personal skills to be better prepared to compete for any positions in the future.

Target Group: Strong building level administrators with a minimum of three years of administrative experience.

Selection Process: Participation will be on a volunteer basis.

Curriculum: An overview of the district offices and responsibilities will be looked at in depth. Each participant will develop an individualized learning plan comprised of things such as readings, leadership class offerings outside of the district, continuing education and mentoring opportunities.

Time Line: Yearlong program offered periodically (approximately every three years).