

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF SCHOOL PERFORMANCE AND ACCOUNTABILITY**

**THEODORE TOOMER, Ed.D., DIRECTOR
LEADERSHIP DEVELOPMENT**

Signatures on file

October 7, 2019

TO: All Principals

FROM: Ted Toomer, Ed D.
Director of Leadership Development

VIA: Valerie S. Wanza, Ph.D.
Chief School Performance and Accountability Officer

SUBJECT: **PROPEL PROGRAM NOMINATION – COHORT 10**



The Leadership Development Department is pleased to announce the formation of the tenth cohort of **PROPEL** (*Principal Rapid Orientation and Preparation in Educational Leadership Program*), a partnership program with FAU's Department of Educational Leadership and Research Methodology. Through PROPEL, outstanding teachers take a rigorous graduate-level program that enables them to become credentialed and qualified for school-based administration. *Successful completers of PROPEL will be eligible to apply to the Florida Department of Education for Level I Educational Leadership Certification and be considered completers of the BCPS LEAD Program, thus making them eligible to apply for assistant principal positions upon receipt of their Florida Department of Education documents.* PROPEL Cohort 10 will begin in March 2020 and is expected to conclude in December 2021.

Principals may nominate **one** aspiring teacher-leader for the program. The nominee may not currently hold Level 1 Certification in Educational Leadership but should have demonstrated leadership characteristics (see specific criteria outlined on the following page). Please thoughtfully consider your willingness to mentor someone on your faculty who meets the criteria.

Nominating principals must attend a morning Zoom call on Thursday, October 24, 2019 at 10:00 a.m. as indicated below in order to review nomination requirements. Those who participate in the call will receive information about the revised PROPEL Program and how to nominate PROPEL participants. Online nominations are due by November 4, 2019.

Topic: Zoom Principal Orientation Call

Date/Time: Thursday, October 24, 2019 @ 10:00 a.m.

Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/404676830>

(Please visit <http://zoom.us> site prior to the call to ensure accessibility for the call)

Nominees must meet all qualifications to be considered for selection and for admission to the PROPEL Program. Sponsoring principals of selected participants have a unique opportunity to increase their own professional growth as they participate in the development of a future school leader. Participation in PROPEL creates a set of commitments and benefits for the mentoring principal:

1. Sponsor and mentor the teacher throughout the PROPEL Program.
2. Provide formative and summative assessments of the participant's progress throughout the program.
3. Engage in coaching and mentoring sessions to be properly oriented and prepared to conduct the mentoring relationship.
4. Engage in support visits at your school site with mentee and PROPEL Liaison.
5. Develop a teacher leader focused on supporting school improvement and increasing student learning.
6. Contribute to the Florida School Leadership Assessment criteria of developing leaders within your school.
7. Provide substitute funded release time to the participant to engage in site-based leadership opportunities and job-embedded internship tasks. Funds should be allocated during both the 2019-2020 and 2020-2021 school years to allow for 10 days of release time.

CRITERIA AND CONSIDERATIONS FOR NOMINATIONS

When submitting a nomination, please discuss the program with your potential nominee. Consider that nominees:

- Have demonstrated, under your supervision, the knowledge, skills, and dispositions that are prerequisite to becoming a school leader.
- Have the potential to become a strong school leader for the most challenging schools in BCPS.
- Will be involved in an *intensive academic program* that requires attendance in Saturday classes and at least one night a week for the duration of the program. Program coursework will begin in March 2020 and will end in December 2021.
- *Are responsible for the costs of the graduate program* (i.e., participants will pay for tuition and fees, textbooks and course materials, etc.). The program consists of 42 credit hours, currently costing approximately \$370.00 per credit hour. Financial aid, loans, etc. are the responsibility of the participant.
- Cannot be enrolled in any other school leadership program, or hold a Level 1 Leadership Certificate or a Master's degree in School Leadership. No leadership program coursework **previously** taken at any university including FAU will count towards completion of this program.
- Will be required to meet all FAU admissions requirements as well as program admissions requirements, including submitting writing samples, letters of recommendation, undergraduate transcripts, and other program-administered assessments.
- Will begin with an *orientation session* that *both mentor and participant* must attend in January 2020.

Characteristics of Effective Leaders

According to effective leadership studies, the following twelve competencies should be used as guidelines for nomination. Ask yourself whether the prospective candidate has demonstrated the following, or would do so if given the opportunity.

1. Collaborating – works collaboratively in groups
2. Leading – leads learning groups of their peers
3. Promoting – articulates the school vision, mission and strategies to stakeholders
4. Managing – maximizes the use of resources for projects for which they are responsible
5. Motivating – communicates effectively and builds personal relationships
6. Modeling – demonstrates a high level of ethical and professional behavior
7. Planning – develops direction and procedures to realize high standards of student performance
8. Implementing – engages people, ideas, and resources to put into practice the activities necessary to realize high standards for student performance
9. Supporting – creates enabling conditions; secures and uses the financial, political, technological, and human resources necessary to promote academic and social learning
10. Advocating – promotes the diverse needs of students within and beyond the school
11. Communicating – develops, utilizes, and maintains systems of exchange among members of the school and with its external communities
12. Monitoring – systematically collects and analyzes data to make judgments that guide decisions and actions for continuous improvement

For additional information regarding PROPEL, please contact Dr. Tiffany Peterson, Leadership Development, Office of School Performance and Accountability, 754-321-5002.

VW/TT:rj

cc: School Performance and Accountability Directors