



Woodring College of Education
Preparing outstanding teachers, educational leaders, human services professionals, nurses and rehabilitation counselors.

Department of Special Education and Education Leadership

CERTIFICATION OF COMPLETION

FIELD EXPERIENCE REQUIREMENTS FOR THE INITIAL SUPERINTENDENT’S CERTIFICATE

Applicant's Name: _____

Applicant’s W#: _____

School and School District: _____

Internship Year: _____

I hereby certify that to the best of my knowledge, this applicant for the Residency Principal's Certificate has successfully completed an internship which requires practice as an intern during a full school year. A “full school year” is defined as a minimum of five hundred forty (540) clock hours of which at least one-half were during school hours when students and/or staff were present, and has demonstrated proficiency in the eight categories of the National Educational Leadership Preparation (NELP) standards listed below.

Standard 1: Mission, Vision, and Improvement: _____

Examples May Include:

- Leading, designing and implementing a school mission, vision and process for continuous improvement.
- Reflection of core set of values and priorities
- Lead improvement processes with evaluation, design and implementation.

Standard 2: Ethics and Professional Norms _____

Examples May Include:

- Advocating for ethical decisions
- Cultivate and enact professional norms
- Advocate for ethical and legal decisions
- Model ethical behavior

Standard 3: Equity, Inclusiveness, and Cultural Responsiveness _____

Examples May Include: Capacity to evaluate, cultivate, and advocate for a

- Supportive and inclusive school culture
- Equitable access to educational resources, procedures, and opportunities
- Equitable instructional and behavior support practices among teachers and staff

Standard 4: Learning and Instruction _____

Examples May Include: Capacity to evaluate, develop

- Formal and informal assessments that support instructional improvement and student learning and well being
- Evaluate, develop and implement the school’s curriculum, instruction, and assessment practices in a coherent and systematic manner

(continued on reverse)

Standard 5: Community and External Leadership _____

Examples May Include:

- Capacity to engage families in strengthening student learning in and out of school
- Engagement of community members, partners and other constituencies for the benefit of school improvement and student development
- Engagement the larger organizational and policy context to advocate for the needs of their school and community

Standard 6: Operations and Management _____

Examples May Include: Capacity to improve

- Management, communication, technology, school-level governance and operation systems
- Support student's learning needs
- Promotion of mission and vision
- Resourcing plan
- Apply laws, rights, policies and regulations

Standard 7: Building Professional Capacity _____

Examples May Include: Capacity through engagement

- Recruitment, selection, and hiring
- Improve and engage staff in collaborative professional culture, professional learning
- Improve systems of supervision, support, and evaluation that promote school improvement and student success.

Standard 8: Internship _____

Examples May Include:

- Coherent, authentic, and sustained opportunities synthesize and apply the knowledge and skill identified in NELP Standards 1-7.

Mentoring Superintendent Name (print)

Signature

Date

WWU Supervising Advisor Name

Signature

Date