



The Principal as a Leader of Professional Learning Scholarship

Principal Scholarship Winner Guidelines

I. Program Description

A. Goal

1. To honor the memory of *Don Richardson*, who had an inward strength and high values which marked him as a man of excellence, high standards, and increasing productivity throughout his career and personal life.
2. To support the accelerating leadership growth of an effective principal.
3. To assist an already effective principal in growing even more as a professional learner and leader to enable him/her to transfer the new learning to the facilitation of results-based learning for his/her staff.
4. To attain a Level One in the eight desired outcomes of the Leadership standard as detailed in the Innovation Configuration maps for the principal.
5. To develop an Action Plan collaboratively with a personal coach during the first six months of the scholarship and let the plan guide results-based actions for another 1.5 years and beyond.

B. Foundation Support

1. Provide a scholarship valued at \$10,000 for the life of the scholarship (two years) to assist the principal in developing and implementing a strategic administrative plan that focuses on personal growth in leadership and provide scholarship registration to attend two consecutive annual Learning Forward one-day preconference sessions that align with an identified principal leadership Action Plan, and two consecutive annual three-day Learning Forward Conferences in which the selected sessions are similarly aligned, during the active period of the scholarship.
2. Provide a personal, principal-specific executive learning coach for a maximum of twenty (20) calls for two years during the principal's school year, interspersed according to need. The purpose of the coaching experience is:
 - (a) To let the Learning Forward Foundation be an integral part of the principal's journey in results-based learning.
 - (b) To assist the principal in achieving the highest level of leadership skills in his/her profession by attaining level one in the eight desired leadership outcomes in the Innovation Configuration maps for the principal.

- (c) To use a standardized guide (*Standards into Practice: School-based roles, Innovation Configuration maps for Standards for Professional Learning*) to leverage the most improvement in all facets of principal growth and leadership.

C. Scholarship Selection Process

Three professional educators, designated by the Board of Directors of the Learning Forward Foundation, shall score each application via a scoring rubric of criteria specific to the application process. Each applicant shall have a quantitatively summarized score from the rubric, which shall be used in determining the scholarship's recipient.

II. Program Requirements

- A. These requirements are in addition to the responsibilities in the [Statement of Commitment](#), but are none-the-less equally important.

The winning applicant shall

- (1) With the assistance of an executive coach, develop and submit an Action Plan and Budget Plan at the end of the first six months of the scholarship to the designated contact/s at the Learning Forward Foundation. The Action Plan shall have clearly articulated goals and planning strategies. The Budget Plan shall be aligned to the Action Plan. A template for both plans is prescribed and may be found on a Foundation link.
- (2) Initiate a call a month (maximum of 20) to the executive coach, interspersed according to need, during the two year period.
- (3) Make time for systematic reflection in order to think about and clarify situations, explore options, and plan next steps, especially in the areas of leadership skills.
- (4) Keep a log of significant developments which show major insights that serve as breakthrough marker events.
- (5) Purchase and use copies of the Standards for Professional Learning and the Innovation Configurations maps and use the Leadership: Principal component to benchmark improvement.
- (6) Work closely with the Scholarships and Grants Lead from the Foundation.
- (7) Submit receipts for budget expenditures for discretionary funds as expenses are incurred to the Scholarships and Grants Lead of the Learning Forward Foundation.
- (8) Be a full member of Learning Forward for the two year scholarship period and attend the two successive annual conferences and one-day preconferences.

III. Two-year Desired Principal Leader Outcome

- A. The principal shall achieve a Level One as measured by the eight desired outcomes of the Innovation Configuration maps for the principal in the category of leadership.
- B. The principal shall show documented changes in leadership behaviors in modeling, practicing, and embedding professional learning into the school's vision.

IV. Evaluation Process

The principal shall collaboratively develop with the executive coach an Action Plan that shall include clearly articulated goal/s, action steps, completion timeline, strategies, results anticipated, and resources needed.

Three touchpoint calls shall be conducted yearly during the school year with a member of the Foundation's Planning and Evaluation Committee to benchmark success and ascertain growth-edge needs relative to the defined goal/s. A collaborative professional development process shall be used, to include a cycle of self-assessment, collaborative analysis of work, and reflection. Written reports shall substantiate the work.

V. Notification of Coach Selection

The Learning Forward Foundation Board will select a personal executive coach for the scholarship recipient based on a match of skill sets with the winner and notify the awardee of the selection by [August 1](#) of Year One. The principal shall then initially contact the coach by [August 15](#) of Year One to begin collaboration.

VI. Registration Procedures for the Annual Conference of Learning Forward

For the duration of the two-year award the recipient shall be a member of Learning Forward and work with the executive coach to identify conference sessions that support goals identified as needs in the Action Plan. To register for the conference, the winner shall complete the registration form according to the guidelines of a dues-paying member for each annual three-day conference and each annual one-day preconference. At the top of the registration form, [indicate your status as a scholarship winner](#) of the *Principal as Leader of Professional Learning* scholarship. Send NO registration fee because the fee is part of the \$10,000 scholarship award and the transfer of funds will be handled internally. Any additional options that are selected beyond these guidelines are the responsibility of the individual. When complete, send all required information to:

Annual Conference Registration

Learning Forward

504 South Locust St.

Oxford, OH 45056