

**Administrator Assurance Form
Teacher Leadership Program
Education Specialist Level**

I understand _____ is an applicant for the Education Specialist program in
(applicant's name)

Teacher Leadership at Valdosta State University (VSU) and will be required to participate in Teacher Leadership experiences to complete requirements for Initial Certification in that field. In order to be admitted to the program, the applicant must have a signed agreement for the approval and support of the superintendent of schools, verification of one year of successful classroom teaching experience, and the commitment of support of a mentor.

The mentor must hold a degree in Educational Leadership or Teacher Leadership and must have authority to (a) collaboratively support work in the field; (b) grant access as needed to students, faculty, and resources; and (c) communicate openly with university supervisors about the applicant's performance.

The activities of the Teacher Leadership candidate are designed to be valuable to the school and school community, and can include such activities as working with colleagues to address curriculum issues, improve school climate, research content problems or innovations, design and implement interventions to address problems, mentor and coach other faculty members, and provide research-based professional development to other teachers.

The following list is an overview of the Georgia Professional Standards Commission criteria for this degree that will require administrative participation and support. The mentor assists in the following ways:

- agrees to be part of a Candidate Support Team composed of the applicant, VSU personnel, and the system or school-based mentor to provide needed and appropriate support in the field. That team will have three meetings during one school year, and those meetings may be electronic;
- supports the efforts of VSU program personnel and the activities of the applicant;
- provides time for the applicant to fulfill the responsibilities of the residencies;
- supports the applicant with access to serve as a mentor to a first-, second-, or third-year teacher; to gather data within the school; and to work with stakeholder groups;
- supports and helps to arrange opportunities for observations;
- supports the conduct of a professional learning project during which the teacher will provide professional learning for a group of teachers, assess that learning, and submit a report; and
- supports the carrying out the Tasks required for the GACE in Teacher Leadership.

The mentor reserves the right to approve all work prior to implementation, and all activities will be planned and guided cooperatively by the institution and district personnel. The activities will be carried out over a three-semester Residency period that can include the summer semester and during additional time required to complete GACE tasks.

The superintendent signing this document, or this superintendent's designee at the system level, is recommending this applicant for the Teacher Leadership program. The mentor must also sign this document as an indication of support for the applicant, stating that he/she will collaborate as needed with the applicant and the University to maintain a field-based learning environment that is conducive to the implementation of Teacher Leadership practices.

I recommend the above-named VSU applicant for the Teacher Leadership program and assure he/she will have the needed support to carry out the required course activities as needed and specified in this document.

(Superintendent/ Designee's Name – Printed)

(Superintendent/ Designee's Signature)

(Date)

(Mentor's Name – Printed)

(Mentor's Signature)

(Date)