

**SARASOTA COUNTY SCHOOLS**  
 Leadership Development  
 Application for Leadership Academy

| <b>SECTION ONE: APPLICANT INFORMATION</b> |            |                   |                     |
|---|------------|-------------------|---------------------|
| Last Name                                 | First Name | M.I.              | Date                |
| School / Department Name                  |            |                   | A-Number            |
| Work Phone                                |            | Home / Cell Phone |                     |
| Current Position                          |            |                   | Years of experience |

| <b>SECTION TWO: DOCUMENTATION CHECKLIST</b>   |
|---|
| <p>All applicants must complete and submit the items listed below via Pony to Carol Kay Brown, Director of Leadership Development, The Landings or 1960 Landings Blvd., Sarasota, FL 34231.</p> <p><b><u>The complete application must be returned no later than June 6, 2019. All items must be received by the deadline in order for your application to be considered. FAXES and email attachments will <u>not</u> be accepted.</u></b></p> <p>Please use this form as a checklist to verify your application is complete.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Page 1 and 2 of the application (submitted by applicant)</li> <li><input type="checkbox"/> Writing Sample - Page 3 (submitted by applicant)</li> <li><input type="checkbox"/> Successfully completed ExCEL - month _____ year _____</li> <li><input type="checkbox"/> Verification of School Leadership - Page 4 and Professional Development - Page 5 (submitted by a Supervisor/Administrator)</li> <li><input type="checkbox"/> Professional Development (copy of your inservice record)</li> <li><input type="checkbox"/> Evaluation (1 year - most current year)</li> <li><input type="checkbox"/> Two Reference Ratings - Pages 1-4 of the LA Reference Form</li> </ul> |

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**SECTION THREE: BRIEF STATEMENT**

**Brief Statement of Intent** - Please explain why you would like to be an administrator. Use only the space provided. Do not add additional pages or reformat the form.

**SECTION FOUR: WRITING SAMPLE**

Please respond to the prompt on page 3. Your response will be evaluated based on how well you communicate your message to the intended audience, not on your personal opinions, position, or point of view. Your response will also be evaluated based on how well organized and focused your writing is, how well you develop and elaborate on your ideas, as well as your grammar and mechanics. Your response may not exceed the one page provided. (12pt. Times New Roman font, single spaced).

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**Prompt:** Your principal is diligently working to create a positive school climate and environment where the faculty and staff work in the spirit of collaboration for the benefit of student achievement. Recognizing you as a teacher leader, she had asked for your assistance. Create a written correspondence to your colleagues addressing this topic. Be sure to include why collaboration is important, some ways that this may be accomplished and the possible challenges.

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| SECTION FIVE SCHOOL LEADERSHIP  |            |      |          |
|---|------------|------|----------|
| Last Name   | First Name | M.I. | A-Number |
| <p><b>School Leadership (within the last 3 years)</b></p> <ul style="list-style-type: none"> <li><b>Applicant</b> - Please complete the first 3 columns.</li> <li><b>Administrator/Supervisor</b> - Please verify the leadership experience by utilizing the following scale:<br/><br/> <div style="margin-left: 40px;"> <i>1=Unsatisfactory leadership skills demonstrated      2=Adequate leadership skills demonstrated</i><br/> <i>3=Outstanding leadership skills demonstrated</i> </div> </li> </ul> <p>If Administrator/ Supervisor is unable to verify the Leadership Role listed by the applicant, administrator will write NOT VERIFIED in the verification column.</p> |            |      |          |

| Leadership Role | Supervisor (Year/School) | Explanation of Role/Results | Administrator Verification |
|-----------------|--------------------------|-----------------------------|----------------------------|
|                 |                          |                             |                            |
|                 |                          |                             |                            |
|                 |                          |                             |                            |
|                 |                          |                             |                            |

Administrator Comments \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Administrator/Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return this form to Carol Kay Brown, Director of Leadership Development, The Landings, by June 6, 2019.**

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| SECTION SIX                              PROFESSIONAL DEVELOPMENT  |                   |             |                  |
|--|-------------------|-------------|------------------|
| <b>Last Name</b>   | <b>First Name</b> | <b>M.I.</b> | <b>A- Number</b> |
| <p><b>Professional Development</b></p> <ul style="list-style-type: none"> <li><b>Applicant</b> - Please complete the following with three courses that you feel had the most impact on student achievement.</li> <li><b>Administrator/Supervisor</b> - As verification, please sign the form.</li> </ul> |                   |             |                  |

| Course Name | Why did you select this course? | Implementation of strategies/content | Outcome on student achievement |
|-------------|---------------------------------|--------------------------------------|--------------------------------|
|             |                                 |                                      |                                |
|             |                                 |                                      |                                |
|             |                                 |                                      |                                |

Administrator/Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_

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