



Beginning Administrator Mentoring Glossary

Administrator License - a five (5)-year renewable license, issued by the State Board of Education, which allows the license holder to serve as an administrator in Arkansas public schools

Administrator License Areas – areas in which an educator may obtain an administrator’s license: Building Level; Curriculum Program Administrator which includes Special Education, Gifted and Talented Education, Career and Technical Education, Curriculum Specialist, Adult Education, and Content Area Specialist in a licensure content area

Administrator License Completion Plan (ALCP) – the appropriate avenue for an individual who has been offered employment as a Building Level Administrator prior to completion of Building Level Administrator licensure requirements

Arkansas MOODLE (Modular Object-Oriented Dynamic Learning Environment) – a software e-learning platform, also known as a Learning Management System, or Virtual Learning Environment (VLE). Arkansas MOODLE is used for professional development and allows Arkansas educators to have access to a blended learning environment in addition to the traditional face-to-face trainings currently being provided; As a Learning Management System, MOODLE increases the availability of content providing a vehicle for continued growth throughout the school year

Artifact - a documented piece of evidence chosen by the building- or district-level leader being evaluated, the evaluator, or both, that relates to the evaluation rubric

Beginning Administrator – an individual who holds an Administrator License and has less than one (1) year of public administrative experience, not including student internship; or a Principal, Assistant Principal, or Vice Principal in an Arkansas public school or in the Arkansas Correctional Schools and is employed as an administrator under an ALCP and waiver by a public school district, open-enrollment public charter school, or other organization that serves public schools

Certified Administrator Mentor – a person who holds a current Arkansas Administrator License, unless the person is employed where the requirement for an Administrator License is waived by law or in the charter of a public charter school; and is certified by the Department’s Office of Educator Effectiveness as trained in the state-adopted Administrator Mentoring Model

Induction - the mentoring, support and accelerated professional development associated with first employment as a beginning administrator in an Arkansas public school, other Arkansas agency, or organization requiring an Arkansas Educator’s License; Mentoring support is provided during the first year of employment and up to three years if on an ALCP

Leader Excellence and Development System (LEADS) – the Arkansas Building Level and District Leaders evaluation system based on the **Interstate School Leaders Licensure Consortium (ISLLC) Standards**

Mentoring – the acts of a certified mentor providing support and focused feedback to a beginning administrator (according to the state-adopted mentoring model) with the goal of enhancing administrative skills and professional behavior

Professional Growth Plan (PGP) – a plan of study, when completed, results in the acquisition and application of knowledge, skills, practices, and behaviors that improve professional practice of the person implementing the plan for the purpose of improving student achievement

School District Project Director – a person designated by the school district superintendent to oversee the mentoring programs for beginning administrators and novice teachers. This includes but not limited to, financial oversight, monitoring of work being done by beginning administrators and novice teachers in the Arkansas MOODLE system, pairing novice teachers and beginning administrators with appropriate, trained mentors, and submission of all required documentation

Standard License – a five (5) year renewable license, issued by the State Board, which allows the license holder to serve as an administrator and/or teach in Arkansas public schools