



# AR Leader Excellence and Development System (LEADS)

## Suggested Evidence to Support Summative Evaluations

**Standard 1: An education leader promotes the success of every student by facilitating development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by all appropriate stakeholders.**

<b>Functions</b>	<b>Examples of Evidence to Support Rating</b>
<b>1 A. Collaboratively develop and implement a shared vision and mission</b>	<ul style="list-style-type: none"> <li>• Stakeholder involvement documentation: agendas, sign-in sheets, notes from meetings, revisions to vision and mission</li> </ul>
<b>1 B. Collect and use data to identify goals, assess organizational effectiveness, and promote organizational learning</b>	<ul style="list-style-type: none"> <li>• Surveys</li> <li>• School-wide summative &amp; formative quarterly data</li> </ul>
<b>1 C. Create and implement plans to achieve goals</b>	<ul style="list-style-type: none"> <li>• Communicated school-wide goals: handbook, newsletters, website</li> <li>• ACSIP</li> <li>• Improvement plans</li> <li>• Social media</li> </ul>
<b>1 D. Promote continuous and sustainable improvement</b>	<ul style="list-style-type: none"> <li>• ACSIP</li> <li>• PD documentation</li> <li>• School improvement reports</li> <li>• List of fiscal, human, &amp; technological resources used to accomplish the vision of learning</li> </ul>
<b>1 E. Monitor and evaluate progress and revise plans</b>	<ul style="list-style-type: none"> <li>• Agendas from specific team, grade level or department meetings</li> <li>• Revision of improvement plans and goals</li> <li>• Classroom observation data</li> <li>• Mid-course corrections &amp; evidence of corrections and results</li> <li>• Pacing and unit sequencing</li> <li>• Data base reflective practice</li> </ul>



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**Standard 2: An educational leader promotes the success of every student by advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.**

<b>Functions</b>	<b>Examples of Evidence to Support Rating</b>
<b>2 A. Nurture and sustain a culture of collaboration, trust, learning, and high expectations</b>	<ul style="list-style-type: none"> <li>• Pre/post surveys: student, staff, parent, &amp; community</li> <li>• Needs assessment for ACSIP</li> <li>• Agendas from staff meetings &amp; parent meetings</li> <li>• Minutes from meetings</li> <li>• Sign-in sheets</li> <li>• Social media (ex: newspaper clipping)</li> <li>• Teacher peer observation and reflection reports</li> </ul>
<b>2 B. Create a comprehensive, rigorous, and coherent curricular program</b>	<ul style="list-style-type: none"> <li>• Pacing guides</li> <li>• Standards reports</li> <li>• Core content maps</li> <li>• Performance based rubrics</li> <li>• Writing prompts</li> <li>• Common assessments</li> <li>• Common grading system</li> <li>• Common planning times</li> </ul>
<b>2 C. Create a personalized and motivating learning environment for students</b>	<ul style="list-style-type: none"> <li>• Agendas and minutes from high yield strategy training in team meetings</li> <li>• Shared research projects with CCSS</li> <li>• Lesson Plans</li> <li>• CWT reports</li> <li>• PLC agendas</li> <li>• RTI documentation</li> <li>• PD agendas</li> <li>• Media (newspaper, website, Facebook)</li> </ul>
<b>2 D. Supervise instruction</b>	<ul style="list-style-type: none"> <li>• CWT reports</li> <li>• Schedule of video lessons</li> <li>• Formal &amp; informal observations</li> <li>• Data wall</li> <li>• Mentoring records</li> <li>• Feedback to teachers</li> </ul>



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<b>Functions</b>	<b>Examples of Evidence to Support Rating</b>
<b>2 E. Develop assessment and accountability systems to monitor student progress</b>	<ul style="list-style-type: none"> <li>• PLCs &amp; RTI minutes</li> <li>• Data wall</li> <li>• Formative assessments</li> </ul>
<b>2 F. Develop the instructional and leadership capacity of staff</b>	<ul style="list-style-type: none"> <li>• Agendas</li> <li>• Sign-in sheets of teacher led team meetings</li> <li>• Peer coaching</li> <li>• PD conferences attended</li> <li>• National Board certifications</li> <li>• Participation in state/national organizations</li> </ul>
<b>2 G. Maximize time spent on quality instruction</b>	<ul style="list-style-type: none"> <li>• CWT documentation</li> <li>• Lesson plans</li> <li>• Master schedule</li> <li>• Bell schedule</li> </ul>
<b>2 H. Promote the use of the most effective and appropriate technologies to support teaching and learning</b>	<ul style="list-style-type: none"> <li>• Schedule for technology use</li> <li>• SmartBoard lessons documentation</li> <li>• Technology professional development documentation</li> </ul>
<b>2 I. Monitor and evaluate the impact of the instructional program</b>	<ul style="list-style-type: none"> <li>• Data walls (reflection sheets)</li> <li>• Formative assessments</li> <li>• Feedback from CWTs</li> <li>• Report to public (agenda, sign-in sheet, newspaper, website, newsletter)</li> <li>• PLC meetings documentation</li> <li>• Class action research</li> </ul>



## AR Leader Excellence and Development System (LEADS) Suggested Evidence to Support Summative Evaluations

***Standard 3: An education leader promotes the success of every student by ensuring management of the organization, operation, and resources for a safe, efficient, and effective learning environment.***

<b><i>Functions</i></b>	<b><i>Examples of Evidence to Support Rating</i></b>
<b>3 A. Monitor &amp; evaluate the management and operational systems</b>	<ul style="list-style-type: none"> <li>• School emails</li> <li>• Documentation of instructions to staff</li> </ul>
<b>3 B. Obtain, allocate, align, and efficiently utilize human, fiscal, and technological resources</b>	<ul style="list-style-type: none"> <li>• Request list from teachers and corresponding purchases resources</li> <li>• ACSIP</li> </ul>
<b>3 C. Promote and protect the welfare and safety of students and staff</b>	<ul style="list-style-type: none"> <li>• Minutes from committee meetings</li> <li>• PD in crisis management techniques</li> <li>• Fire, tornado &amp; other emergency drill records</li> <li>• Parent advisory committee meeting agendas, sign-in sheets, minutes</li> </ul>
<b>3 D. Develop the capacity for distributed leadership</b>	<ul style="list-style-type: none"> <li>• PD surveys from teachers</li> <li>• Records and evaluations from staff development</li> </ul>
<b>3 E. Ensure teacher and organizational time is focused to support quality instruction and student learning</b>	<ul style="list-style-type: none"> <li>• Copy of master schedule</li> <li>• Minutes from team collaboration meetings</li> <li>• Copies of assessments and results (TLI modules)</li> </ul>



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**Standard 4: An education leader promotes the success of every student by collaborating with faculty and community members, responding to diverse community interests and needs, and mobilizing community resources**

<b>Functions</b>	<b>Examples of Evidence to Support Rating</b>
<b>4 A. Collect and analyze data and information pertinent to the educational environment</b>	<ul style="list-style-type: none"> <li>• Surveys (parent, student, teacher)</li> <li>• Documentation of meetings (agendas, sign-in sheets, minutes ) including parent nights, open house, report to public, ACSIP</li> <li>• Grade lists (D/F &amp; A/B), honor roll</li> <li>• Interim assessments and diagnostics</li> </ul>
<b>4 B. Promote understanding, appreciation, and use of the community’s diverse cultural, social, and intellectual resources</b>	<ul style="list-style-type: none"> <li>• School celebrations (sign-in sheets, agendas, minutes)</li> <li>• Parent involvement training</li> <li>• Academic awards</li> <li>• Reports to public through media</li> <li>• Host community events</li> </ul>
<b>4 C. Build and sustain positive relationships with families and caregivers</b>	<ul style="list-style-type: none"> <li>• Student of the Month &amp; recognition/awards</li> <li>• Parent logs</li> <li>• Public meetings</li> <li>• Volunteer logs</li> <li>• Host forums (sign-in sheets, agendas, minutes)</li> </ul>
<b>4 D. Build and sustain productive relationships with community partners</b>	<ul style="list-style-type: none"> <li>• Community/school partnerships</li> <li>• Host programs for drug education, bullying</li> <li>• Provide health clinics (flu shots, blood donations)</li> </ul>



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***Standard 5: An education leader promotes the success of every student by acting with integrity, fairness, and in an ethical manner.***

<b><i>Functions</i></b>	<b><i>Examples of Evidence to Support Rating</i></b>
<b>5 A. Ensure a system of accountability for every student's academic and social success</b>	<ul style="list-style-type: none"> <li>• Sign-in sheets and agendas for PD on differentiated instruction</li> <li>• Interim assessment data including sub-group data</li> <li>• Periodic review of AIPs</li> <li>• RTI review and implementation</li> <li>• Teacher collaboration and plans of actions</li> </ul>
<b>5 B. Model principles of self-awareness, reflective practice, transparency, and ethical behavior</b>	<ul style="list-style-type: none"> <li>• Self-assessment</li> <li>• Staff survey</li> </ul>
<b>5 C. Safeguard the values of democracy, equity, and diversity</b>	<ul style="list-style-type: none"> <li>• Parent surveys</li> <li>• Sign-in sheets from stakeholder meetings</li> <li>• Student and staff surveys</li> <li>• Handbook</li> </ul>
<b>5 D. Consider and evaluate the potential moral and legal consequences of decision-making</b>	<ul style="list-style-type: none"> <li>• Required PD</li> <li>• Teacher and staff surveys</li> <li>• Teacher reflections</li> </ul>
<b>5 E. Promote social justice and ensure that individual student needs inform all aspects of schooling</b>	<ul style="list-style-type: none"> <li>• Disaggregated data from PLCs</li> <li>• Implementation &amp; review of IEPs</li> <li>• Ethics training documentation</li> </ul>



## AR Leader Excellence and Development System (LEADS) Suggested Evidence to Support Summative Evaluations

***Standard 6: An education leader promotes the success of every student by understanding, responding to, and influencing the political, social, economic, legal, and cultural context.***

<b><i>Functions</i></b>	<b><i>Examples of Evidence to Support Rating</i></b>
<b>6 A. Advocate for children, families, and caregivers.</b>	<ul style="list-style-type: none"> <li>• Parent contact logs</li> <li>• Documentation of parent meetings</li> <li>• FINS petitions</li> <li>• Collaboration with mental health agencies</li> <li>• Minutes from behavioral plan meetings</li> <li>• Documentation of referrals to counselors</li> <li>• Documentation of 504 meetings</li> </ul>
<b>6 B. Act to influence local, district, state, and national decisions affecting student learning</b>	<ul style="list-style-type: none"> <li>• Parent surveys</li> <li>• Memberships in professional organizations</li> <li>• Legislative involvement</li> <li>• Attendance at board meetings</li> <li>• Participation in building level administrative teams</li> </ul>
<b>6C. Assess, analyze, and anticipate emerging trends and initiatives in order to adapt leadership strategies</b>	<ul style="list-style-type: none"> <li>• Attendance at professional conferences</li> <li>• Subscriptions to educational journals</li> </ul>

***\*\*These are examples only. This is not intended to be an all-inclusive list.***