

**Master of Arts in Educational Leadership
North Park University
School of Education-Candidate Selection Portfolio**

Please attach a cover sheet to each of the eight elements. Label the element by number and name and include a short explanation of your specific contributions to the meeting, committee, project, correspondence etc. for each submittal. Copies of meeting agendas, minutes, letters, presentations, etc., must be accompanied by a short explanation.

Proof of the following eight elements will be required as part of the admissions process:

1. Commitment to support all students achieving high standards of learning

For this element address such things as:

- your role in school improvement (e.g., participation in school committee)
- your role in curriculum development (e.g. participation in a curriculum review committee),
- your role in curriculum/Illinois Learning Standards alignment (e.g. your involvement in department or grade level work on the Illinois Learning Standards),
- your role in the collection, analysis and presentation of data and information pertinent to the educational environment (e.g., a copy of a presentation you made to the faculty or parents),
- other

2. Accomplished classroom instruction

For this element address such things as:

- your role in creating, implementing and maintaining classroom management (e.g., a lesson plan for a class meeting or copy of classroom expectations),
- your role in nurturing and sustaining trust, learning and high expectations
- your role in promoting the safety and protection of all students (e.g. your role in ,
- your role in promoting social justice (a copy of a lesson plan or ,
- your role in ensuring that student individual needs are being met (e.g., a copy of a lesson plan showing differentiated learning activities for students)

3. Significant leadership roles in the past

For this element address such things as:

- your role in monitoring student progress,
- your role in promoting continuous and sustainable improvement (e.g. participation in a school improvement committee),

- your role in monitoring, evaluating and revising instructional programs,
- your role in promoting understanding and appreciation of the community/school's diversity,
- your role in safeguarding the system's values,
- your role as an advocate for the children, parents and community

4. Strong communication skills (oral and written)

For this element address such things as:

- your communication plan for your classroom (e.g. copy of a course syllabus)
- your communication with students (e.g., letter to students)
- your communication with parents (e.g., copy of letter to parents),
- your communication with the wider learning community members,
- your communication with colleagues,
- your communication with administrators,
- your role in the development of written policy, procedure, curriculum

5. Analytic abilities and dispositions needed to collect and analyze data for school improvement

For this element address such things as:

- your philosophy of education, (e.g. copy of information you may have submitted as part of a job application)
- your role in school development,
- your role in monitoring and evaluating progress
- your role in developing the plan to present and discuss student assessment data results with parents and the wider learning community members,
- your commitment to and embracing of the attitudes, behaviors and actions required of educators and administrators,
- your modeling of ethical behaviors

6. Demonstrated respect for family and community

For this element address such things as:

- your role in promoting the safety of all school stakeholders,
- your role in responding to school/community educational issues,
- your role in promoting the success of all students,
- your role in developing and sustaining parent-teacher relationships,
- your role in promoting teacher/administrator integrity and fairness,
- your role in advocating for children, families and other caregivers

7. Strong interpersonal skills

For this element address such things as:

- your role in promoting yourself as a teacher,
- your role in promoting your school,
- your role in promoting your community (e.g. evidence of your involvement of out of school community projects),
- your role in promoting teaching and learning

8. Knowledge about curriculum and instructional practices

For this element address such things as:

- your role in promoting in-depth content knowledge

your role in using research to improve instruction

your role in using assessment to improve instruction