

Series 3000 Personnel

Section 3400 Administrative Personnel

Policy 3401 Principal Internship/Mentor Program

3401.1 **DEFINITIONS**

- 3401.1.1 Mentor principal -An experienced principal who is paired with a new principal (new to the system) of similar assignment and who will provide peer professional support for one year in the areas of school and school system policies and procedures, and professional responsibilities. Mentor principals are those who are considered to have mastered their craft and are dedicated to promoting excellence in administration. Mentor principals must play several roles including guide, role model, sponsor, counselor, coach, resource, and colleague.
- 3401.1.2 Intern principal - An educator with zero years experience in his/her current administrative assignment. An educator in a new assignment or a non-tenured principal may be included in all or part of the program.

3401.2 **GOALS**

- 3401.2.1 New principals in Harrison County will enter the school system and community in a smooth, systematic and successful manner.
- 3401.2.2 The professional and personal well being of new principals will be promoted. Productive developmental changes will be fostered which will result in excellence in teaching.
- 3401.2.3 The retention of promising new principals will be increased.

3401.2.4 The new mentor principal shall attend a training session, attend follow-up activities, and participate in an evaluation session of the program in May.

3401.3 **SELECTION OF MENTORS**

Each new mentor shall be selected utilizing the following criteria:

- 3401.3.1 Be willing to model a variety of educational strategies;
- 3401.3.2 Be willing, available, and committed to the mentorship program and the school system;
- 3401.3.3 Be able to demonstrate effective professional behaviors;
- 3401.3.4 Be good listeners;
- 3401.3.5 Recognized by peers to be outstanding administrators;
- 3401.3.6 Be skilled communicators;
- 3401.3.7 Have a minimum of five (5) years administration experience; and
- 3401.3.8 Possess a continuing contract

Approved by Harrison County Board of Education

Effective Date: November 4, 2002

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