

**Northeast Consortium Leadership Academy: Principal/Assistant Principal Preparation Program**

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
School District: \_\_\_\_\_ Phone: \_\_\_\_\_  
School Name: \_\_\_\_\_ Fax: \_\_\_\_\_  
School Address: \_\_\_\_\_

Please attach letter of nomination, résumé, official college transcripts and copy of DESE license.  
Application Fee: \$35.00, payable to *NCSD*.

**PRINCIPALS' PREPARATION PROGRAM  
SEMINARS**

- MLA 01-LEADERSHIP AND BUILDING SCHOOL CULTURE
- MLA 02-EDUCATION REFORM AND CURRENT ISSUES
- MLA 03-VISION, MISSION AND STRATEGIC PLANNING
- MLA 04-DATA-DRIVEN DECISION-MAKING
- MLA 05-PROFESSIONAL DEVELOPMENT
- MLA 06-STANDARDS BASED CURRICULUM AND INSTRUCTIONAL LEADERSHIP
- MLA 07-SCHOOL FINANCE AND PLANT MANAGEMENT
- MLA 08-THE CHANGE PROCESS
- MLA 09-STRUCTURE OF SCHOOLS AND SCHOOL SYSTEMS
- MLA 10-COMMUNICATION SKILLS
- MLA 11-SPECIAL EDUCATION FOR ADMINISTRATORS
- MLA 12-SCHOOL LAWS AND REGULATIONS
- MLA 13-STAFF SELECTION, SUPERVISION AND PERFORMANCE EVALUATION
- MLA 14-INSTRUCTIONAL TECHNOLOGY
- MLA 15-STUDENT PERFORMANCE ASSESSMENT
- MLA 16-COMMUNITY RELATIONS AND PARTNERSHIPS

**Merrimack Education Center**  
EXPERIENCE INSIGHT INNOVATION

**MERRIMACK LEADERSHIP ACADEMY**

*PREPARING TOMORROW'S SCHOOL LEADERS*

**PRINCIPAL/ASSISTANT PRINCIPAL  
LICENSURE PROGRAM:**

***NORTHEAST CONSORTIUM***



Program Start Date:

Byfield Cohort: October 2009

Reading Cohort: January 2010

THE NORTHEAST CONSORTIUM LEADERSHIP ACADEMY RECRUITS HIGHLY-QUALIFIED TEACHERS WHO DEMONSTRATE LEADERSHIP QUALITY AND PROVIDES THESE INDIVIDUALS WITH A COMPREHENSIVE PROGRAM TO RESULT IN LICENSURE AS PRINCIPAL/ASSISTANT PRINCIPAL, FROM K-6, 5-8 AND 9-12 IN THE COMMONWEALTH OF MASSACHUSETTS.

SINCE 2002 THE LEADERSHIP ACADEMY THROUGH THE MERRIMACK EDUCATION CENTER HAS RESULTED IN THE LICENSURE OF NEARLY 200 LOCAL SCHOOL EDUCATORS AS PRINCIPAL/ASSISTANT PRINCIPAL. COMMENTS ON THEIR EXPERIENCE IN THE PROGRAM FOLLOW:

*THE MOST POSITIVE ASPECT OF THE MLA WAS BEING ABLE TO COLLABORATE WITH SO MANY TALENTED PROFESSIONALS AND TO LEARN FROM GREAT MENTORS...MS ASSISTANT PRINCIPAL*

*THE LEADERSHIP ACADEMY GAVE ME AN ALTERNATIVE PATH TO LICENSURE AS I WOULD HAVE BEEN UNABLE TO GAIN A LICENSE USING THE TRADITIONAL PATH OF UNIVERSITY/COLLEGE PROGRAMS....ELEMENTARY PRINCIPAL*

*A FLEXIBLE, POSITIVE PROGRAM WITH A RICH GROUP OF INSTRUCTORS.... ELEMENTARY ASSISTANT PRINCIPAL*

*LOOKING BACK ON THE LEADERSHIP ACADEMY, I THOUGHT IT WAS A VERY EFFECTIVE PROGRAM THAT GAVE ME A BETTER UNDERSTANDING OF THE ROLES AND RESPONSIBILITIES OF AN ADMINISTRATOR... CHARTER SCHOOL PRINCIPAL*

*I THOROUGHLY ENJOYED THE PROGRAM. THE TRAINING I RECEIVED REINFORCED MY DESIRE TO LEAVE THE CLASSROOM AND PURSUE ADMINISTRATION.... MIDDLE SCHOOL ASSISTANT PRINCIPAL*

## PROGRAM DESCRIPTION

THE NORTHEAST CONSORTIUM LEADERSHIP ACADEMY PRINCIPALS' PREPARATION PROGRAM CONSISTS OF SIXTEEN 12-HOUR SEMINARS DESIGNED TO PROVIDE INSTRUCTION IN THE APPROPRIATE AREAS TO MEET THE STANDARDS FOR LICENSURE AS AN ADMINISTRATOR. CANDIDATES COMPLETE THE PROGRAM IN JUST OVER A YEAR USING A COHORT MODEL. SEMINARS MEET FROM 4:00 – 8:15 P. M. AT A LOCAL SITE.

*THE BEST THING IS THE PEOPLE YOU MEET AND STAY IN CONTACT WITH. SPECIAL EDUCATION COORDINATOR*

THE COST FOR THE PROGRAM IS \$4,000, WHICH INCLUDES TUITION. TEXTBOOK FEES ARE EXTRA. NINETEEN GRADUATE CREDITS ARE AVAILABLE THROUGH SALEM STATE COLLEGE AT AN ADDITIONAL AND REDUCED COST.

*THE PROCESS WAS IMPORTANT IN SHAPING THE KIND OF LEADER I HAVE BECOME. HIGH SCHOOL DEPARTMENT HEAD*

IN ADDITION TO THE SEMINARS, PARTICIPANTS WILL COMPLETE PRE-PRACTICUM ACTIVITIES AND A SUPERVISED PRACTICUM. TO COMPLETE THE LICENSING PROCESS, CANDIDATES MUST SUCCESSFULLY PASS THE COMMUNICATION AND LITERACY PORTION OF THE MASSACHUSETTS TEST FOR EDUCATOR LICENSURE.

## APPLICATION PROCESS

APPLICANTS MUST POSSESS THE FOLLOWING:

- A BACHELOR'S DEGREE
- AN INITIAL LICENSE IN ANOTHER EDUCATIONAL ROLE, AND
- THE COMPLETION OF AT LEAST THREE YEARS OF EMPLOYMENT IN PUBLIC/CHARTER OR PRIVATE SCHOOL HIGHER EDUCATION OR OTHER EDUCATIONAL SETTING ACCEPTED BY THE MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION (DESE).

THE COMPLETED APPLICATION FORM (REVERSE), A LETTER OF NOMINATION FROM THE CANDIDATE'S SUPERVISOR, A COPY OF THE CANDIDATE'S RESUME, DESE LICENSE, AND OFFICIAL TRANSCRIPTS SHOULD BE FORWARDED TO THE ADDRESS BELOW. A MAXIMUM OF TWENTY-FIVE PARTICIPANTS FOR EACH COHORT WILL BE CHOSEN FROM THE FIELD OF APPLICANTS.

CONTACT:  
BABETTE MOONEY, PROGRAM SECRETARY  
NORTHEAST CONSORTIUM LEADERSHIP ACADEMY  
NORTHEAST CONSORTIUM FOR STAFF DEVELOPMENT  
248 BOSTON STREET  
TOPSFIELD, MA 01983  
(978) 887-0929, EXT. 10  
[bmooney@meccorp.mec.edu](mailto:bmooney@meccorp.mec.edu)