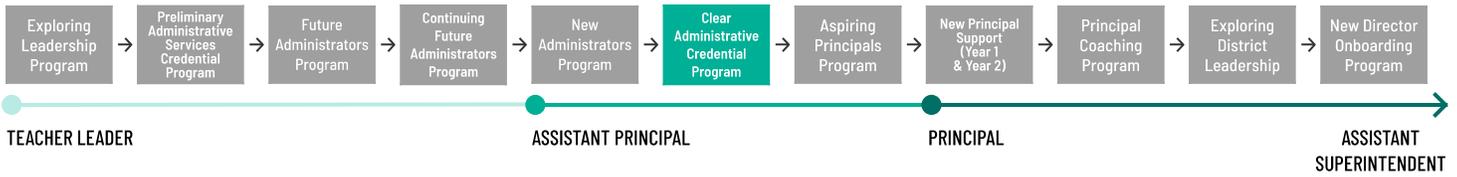


Clear Administrative Credential Program

For Administrators in the Long Beach Unified School District



PROGRAM OVERVIEW

The Clear Administrative Credential Program (CACP) allows LBUSD to provide coaching and professional development, in partnership with San Diego State University (SDSU), so that new administrators can obtain their Clear Administrative Credential. LBUSD administrators provide two years of coaching support. The program builds on the pipeline work of the Equity Leadership & Talent Development office to prepare a steady stream of administrators who are current in district philosophy and practice.

ELIGIBILITY REQUIREMENTS

- Possess a Preliminary Administrative Services Credential
- Be employed in a position in LBUSD requiring an Administrative Services Credential
- Commitment to the inclusion of all members of a diverse school community

ENROLLMENT PROCESS

- Attend the New Administrator CACP Orientation.
- Complete all forms and program fees:
 - SDSU CACP online **Application for Entrance**, (requires **Verification of Administrative Employment Form** and **Valid Cert of Eligibility or Prelim Admin Credential**)
 - LBUSD CACP Coaching Fees (\$2,500 per year for two years) – **Payroll Deduction Agreement Form**
 - SDSU Fees** – \$1,710 approx. (coursework tuition divided over two years)
 - Program Completion Fees** – \$25 to SDSU for credential application, \$110 approx. to CCTC to clear credential
- Complete registration online** (link provided by SDSU) and pay coursework tuition fees to SDSU.

CONTACT

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PROGRAM COMPONENTS

Individualized Coaching

Participants receive coaching each month from certified coaches, for two years.

Coaching includes support in creating goals and action plans, 1:1 confidential on-site meetings, and “just in time” support via phone or e-mail (totaling 40 hours per year).

Professional Development

→ YEAR 1

- SUCCEED Communication
- New Administrators Program Workshops

→ YEAR 2

- Aspiring Principals Program Workshops

Portfolio

Candidates will create a portfolio aligned to their goals and action plans, guided by the LBUSD Leadership Domains and Dimensions; self-assessments; and the use of LBUSD tools.

The candidates’ work in the program aligns with requirements for the Clear Administrative Credential.