

## **Guidelines for Interpreting and Scoring Benchmarks**

**6.1** *The leader/leadership team meets national, state and/or (arch)diocesan requirements for school leadership preparation and licensing to serve as the faith and instructional leader(s) of the school.*

### **I. What does this benchmark indicate for school performance?**

Benchmark 6.1 is about leadership preparation and qualifications for those serving as leaders in Catholic elementary and secondary schools. Each state does or does not set licensing (license, certificate or credential) requirements for private school teachers and administrators. In addition, each (arch)diocese, religious order, or independent Catholic school establishes its own preparation and qualification guidelines and requirements for school leadership. With this in mind, Benchmark 6.1 indicates that every leader or member of the leadership team is qualified to serve as a faith and instructional leader based on completion of a school leadership preparation program and/or licensing appropriate for the state of the school's residence and for faith-based school leadership in the diocese. The (arch)diocese, religious order, or independent Catholic school may include or modify the state qualifications or establish additional qualifications for school leadership based on local need. The spirit of Benchmark 6.1 is to indicate the necessity of both professional and faith-based school leadership preparation for those serving as the school's faith and instructional leaders.

### **II. As a review team member, what evidence do I look for?**

Here are some fundamental guiding questions which will help frame this item:

- What are the national, state and/or local (arch)diocesan requirements for school administration licensing?
- What are the policies and/or directives regarding the licensing requirements of the school?
- Do the official records and transcripts of those serving in school leadership meet the national, state and/or local (arch)diocesan requirements for school administration licensing (license, certificate, credential)?

## Guidelines for Interpreting and Scoring Benchmarks

**6.1** *The leader/leadership team meets national, state and/or (arch)diocesan requirements for school leadership preparation and licensing to serve as the faith and instructional leader(s) of the school.*

- Do the job descriptions of those serving in school leadership specify a baseline preparation for meeting the national, state and/or local (arch)diocesan requirements for school administration licensing?
- Are school leaders held accountable for maintaining the ongoing professional growth to adhere to the requirements for school administration licensing?

### III. What are the key differences between the levels of the rubric?

#### At level 3- **Fully Meets Benchmark,**

the leader/leadership team possesses the national, state and/or (arch)diocesan professional credentials that indicate school leadership preparation and licensing to serve as the faith and instructional leader(s) of the school. The leader/leadership team renews these credentials as required in a timely manner.

#### At level 4- **Exceeds Benchmark,**

the leader/leadership team possesses national, state and/or (arch)diocesan professional credentials and participates in professional development beyond the requirements for renewal. This professional development supports their expertise in facilitating learning based on recognized best practices in the field.

#### At level 2- **Partially Meets Benchmark,**

the leader/leadership team because shows a minimal or inconsistent response to the requirements for possessing national, state and/or (arch) diocesan professional credentials.

#### At level 1- **Does Not Meet Benchmark,**

the leader/leadership team does not possess national, state and/or (arch) diocesan professional credentials and shows no interest in or plan for achieving them in the future.

## Guidelines for Interpreting and Scoring Benchmarks

**6.1** *The leader/leadership team meets national, state and/or (arch)diocesan requirements for school leadership preparation and licensing to serve as the faith and instructional leader(s) of the school.*

### IV. What are some key suggestions for improvement?

#### **To move from level 1 to level 2,**

- Develop a plan for achieving the appropriate national, state and/or (arch) diocesan professional credentials and show interest in receiving the credentials by active and timely implementation of the plan. Completion of the plan becomes a priority for continued employment and is achieved within the parameters established by the governing body.

#### **To move from level 2 to level 3,**

- Implement the requirement that the leader/leadership team achieve the appropriate national, state and/or (arch) diocesan professional credentials and actively develop a professional growth plan for timely renewal.

#### **To move from level 3 to 4,**

- Maintain and regularly renew the appropriate national, state and/or (arch) diocesan professional credentials and engage in ongoing professional development to strengthen professional expertise and faith-based leadership skills beyond minimum requirements for maintaining the credentials.

### V. What are key terms for common understanding? (Refer to Glossary for the terms listed below.)

Credentials  
Licensing