



Bridges to Leadership – PASC

Candidate Application Checklist

- Program Description** (*pages 1-6*)
- Application Form** (*pages 7-11*)
- Written Responses (3)** (*pages 9-11*)
- Resume** (*see page 4 for description*)
- A letter of interest that includes** (*see page 4 for description*)
- Copy of valid Clear California Credential(s)** (*see page 4 for description*)
- Verification of Experience Form (VOE)** (*see page 6 for description and last page of the Application Packet for a blank form*)
- Supervisor's Letter of Recommendation:** (*see page 5 for description*)
- Acceptance Agreements and Payments:** (*see page 5 for description*)

Bridges to Leadership – PASC

Preliminary Administrative Services Credential (PASC) Program

Application Packet



MADERA COUNTY SUPERINTENDENT OF SCHOOLS

1105 South Madera Avenue
Madera, CA 93637
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For more information please email
BtL@mcsos.org



<https://www.mcsos.org/BtL>

Bridges to Leadership – PASC

THE PROGRAM

Bridges to Leadership – PASC is a program designed to prepare a cadre of high-potential equity-driven administrators committed to working in high priority schools. The focus will be on the continued implementation of a shared vision and school culture capable of improving student achievement.

Bridges to Leadership - PASC has been approved by the California Commission on Teacher Credentialing as an alternative, non-university-based program. Each course is composed of researched-based practices aligned with adult learning theory, online or face-to-face learning experiences, and fieldwork.



Mission Statement

The purpose of the Bridges to Leadership-PASC program is to prepare equity-focused instructional leaders who:

- establish and support an inclusive and just school culture that meets the needs of all students
- build the capacity of all educational partners
- value individual assets and needs

Vision Statement

The Bridges to Leadership-PASC program's vision is to impact the field of education with school leaders who:

- are equity-driven and embrace diversity
- value the importance of relationships that are supportive and compassionate while promoting courageous leadership
- emphasize a challenging collaborative environment that is engaging, thought-provoking and supports innovative practices through reflective measures
- continue to adapt to ensure learning opportunities are current, relevant, data-driven and researched-based



The Bridges to Leadership PASC Program consists of the three phases as described below.

PHASE 1: APPLICATION AND ACCEPTANCE DETAILS

Step 1: Application Submittal to include:

1. Application form

2. Three Written Responses:

Written Response #1: From a Leadership Perspective:

- Discuss a change you would make in your work environment.
- List specific steps you might take to implement this change.
- Explain how this change will impact student learning and/or well-being.

Written Response #2: “All children can learn at high levels.”

- What does this statement mean to you personally in your current role?
- From a Leadership Perspective what would this statement mean to you?

Written Response #3: Thinking about the term, “Equitable Leadership”:

- What are some specific actions an equity-driven school site leader could take to impact:
 - i. School culture
 - ii. Parent engagement
 - iii. Staff retention
 - iv. Student learning and/or well-being

3. Resumé which includes but is not limited to:

- Education
- Work History
- Adjunct Responsibilities
- Leadership Experience
- Parent and Community Involvement

4. Letter of Interest which includes:

- Candidate’s interest in becoming a ***Bridges to Leadership - PASC*** Candidate
- At least one professional experience which increased Candidate’s interest in becoming an administrator.
- Candidate’s motivation to work in a high priority school setting

5. Copy of valid Clear California credential(s)

(Basic Skills Requirement and Baccalaureate Degree verification is required for Nursing, CTE and Designated Subject Credentials)



6. **Verification of Experience Form (VOE):** This form is a requirement of the Commission on Teacher Credentialing (CTC). It may be completed by district or site personnel who are able to verify your years of experience. (see last page of this document for a blank copy of this form)
7. **Letter of Recommendation:** A letter of recommendation from the candidate's evaluating supervisor detailing the candidate's expertise with students and youth, leadership ability, working effectively in diverse settings, moral and ethical standards of behavior, and suitability for administrative responsibilities. The letter should explain why the candidate is a good prospect for the *Bridges to Leadership – PASC* program.

Step 2:

- All application components will be assessed on a four-point rubric. Applicants may participate in an interview process with a panel. Upon analysis of each candidate's application materials and interview responses, candidates may be selected to enter the *Bridges to Leadership - PASC* program.
- All candidates will be contacted regarding their acceptance status and next steps.

Step 3:

- Once accepted into the program and all items are checked below candidate will receive an email confirmation of their enrollment status.

- Signed Acceptance Agreement has been received by BtL Coordination Team
- Signed Payment Plan has been received by the MCSOS Fiscal Department
- Deposit payment of \$1,500 has been received and posted to Candidate's Payment Plan Account



PHASE 2: DEVELOPMENT PHASE

- This program is based on the California Administrator Performance Expectations (**CAPE**). Cohorts will collaboratively explore the theory and application of the standards. Below are the six core courses aligned to the **CAPE**:
 1. Shared Vision of Learning
 2. Culture of Teaching and Learning
 3. Culturally Conscious Leadership
 4. Personal Ethics and Leadership Capacity
 5. Social, Political, Legal, Economic and Cultural Understanding
 6. Management of the School in Service of Teaching and Learning

The program also includes an Orientation, Job Shadowing real-world experiences, Job Shadowing reflection, and a culminating Leadership Presentation.

- All candidates will complete, submit, and pass all three cycles of the California Administrator Performance Assessment (CalAPA.) The Bridges to Leadership PASC Program will provide ongoing support as candidates navigate their way through each of the cycles as within the guidelines developed by the California Commission on Teacher Credentialing (CTC.)

PHASE 3: COMPLETION PHASE

- Completion of required *Bridges to Leadership – PASC* coursework (six courses listed above.)
- Completion of program components including Job Shadowing and the Leadership Presentation.
- Completion of all three cycles of the CalAPA
- Submission of recommendation to California Commission on Teacher Credentialing for either a Certificate of Eligibility, for those Candidates who have not been hired as administrators yet, or a Preliminary Administrative Services Credential for those Candidates who have already secured an administrative position, as verified by their employing agency with form CL-777.

Bridges to Leadership – PASC

APPLICATION FOR ADMISSION

1. _____
PRINT NAME (Last) (First) (Middle)
2. _____
ADDRESS (Street) (City) (Zip Code)
3. District Email: _____ 4. Personal Email: _____
5. Primary Phone: _____ 6. Secondary Phone: _____
7. Present Position: _____ 8. Work Site: _____
9. Supervisor: _____ 10. Supervisor's email: _____
11. District: _____
12. Do you currently hold a Master's Degree? Yes () No ()
13. Have you passed the CBEST? Yes () No ()
14. Number of years of teaching experience: _____
15. Gender: () Female () Male () Nonbinary () Decline to State Gender
16. *Sexual Orientation: () Heterosexual / Straight () Gay or Lesbian () Bisexual
() Not sure () Other () Decline to State Sexual Orientation

** Per AB 677, the Commission is required to collect sexual orientation data when demographic data is collected. Candidates may decline to state their sexual orientation.*

17. **List all California Credentials** you hold that are current, valid, and on file with your District.

<i>Type of Credential</i>	<i>Date of Expiration</i>

18. **List all full-time certificated assignments** that meet the minimum qualifying requirements for this program. List your most recent experience first. Be sure to list all immediate Principals/Supervisors in each assignment.

<i>Position / Title</i>	<i>School or Central Office</i>	<i>Dates From Mo./Yr.</i>	<i>Dates To Mo./Yr.</i>	<i>Principal or Immediate Supervisor Name and Title</i>

19. **List adjunct experience** (i.e., Coaching, Club Advisor, Student Activities):

20. **List your leadership experience in education** (i.e., Department Chair, Lead Teacher, Site or District Committees):

21. **Please circle to indicate how you heard about the Bridges to Leadership Program:**

Email Website Facebook Colleague Administrator CUE

Other: _____

22. **Check one of the following race/ethnic groups:**

- American Indian / Alaskan Native
- Asian (*Chinese, Japanese, Korean, Vietnamese, Asian Indian, Laotian, Cambodian, Filipino, Hmong*)
- Black / African American
- Hispanic / Latinx (*of any race*)
- Native Hawaiian or Pacific Islander (*Guamanian, Samoan, Tahitian*)
- White
- Two or more races
- Decline to State Race/Ethnicity

23. I certify that all the information contained in this application and all supplementary materials submitted are true and correct. I understand that the ***Bridges to Leadership – PASC*** Coordination Team may verify this information.

Signature _____ Date _____

Please complete a one-page response for each of the following three prompts.

Written Response #1:

From a Leadership Perspective:

- Discuss a change you would make in your work environment.
- List specific steps you might take to implement this change.
- Explain how this change will impact student learning and/or well-being.

Written Response #2:



“All children can learn at high levels.”

- What does this statement mean to you personally in your current role?
- From a Leadership Perspective what would this statement mean to you?



Written Response #3:



Thinking about the term, “Equitable Leadership”:

- What are some specific actions an equity-driven school site leader could take to impact:
 - i. School culture
 - ii. Parent engagement
 - iii. Staff retention
 - iv. Student learning and/or well-being



**Verification of Experience for
Bridges to Leadership
Preliminary Administrative Services Credentialing Program (PASC)**

Experience (to Earn a Preliminary Administrative Services Credential)

Five years of successful, full-time experience in a public school, nonpublic school, or private school of equivalent status located in California or another state, or a combination of experience earned in California and another state. This experience may be teaching, pupil personnel work, librarianship, health services, clinical or rehabilitative services, or a combination of teaching and school services equal to five years.

This verification of experience must be signed by the superintendent, assistant superintendent, director of personnel, or director of human resources. School or district personnel other than the applicant must verify all experience.

Candidates who do not yet possess the required experience *may* be enrolled into the PASC program if they will complete the required experience while participating in the PASC program. A new verification of experience form will be required verifying at least five years of experience as indicated above before a recommendation for any document can be made.

This form is only to verify full-time employment. Full-time for this purpose is service for a minimum of four hours per day for at least three-fourths of the total days in the school year. **Substitute or part-time service does not apply.**

This is to certify that: _____
(Full Name of Applicant)

was employed **full-time** in the position of:

- Teacher
- Counselor
- School Nurse
- Speech/Language Pathologist
- Librarian
- Other

If Other (Please specify): _____

From: _____ to: _____ Check if currently employed
(Month/Year) (Month/Year)

School/District Name: _____

Address: _____

Phone: _____

Verified by:

Printed Name: _____ Title: _____

Signature: _____ Date: _____