



**Reach Institute for School Leadership: Instructional Leadership Academy
Administrative Credential Program
Academic or Professional Reference**

Reference Name:

Applicant Name:

Date:

The Reach Instructional Leadership Academy Program is an administrative services credential program through which teacher leaders and administrators work toward completing the requirements for a California Preliminary Administrative Services Credential and then the California Clear Administrative Credential, while employed at a high need school in the San Francisco Bay Area. This program is rigorous and demanding with a steep learning curve. Candidates with the following are often more successful throughout the program:

- *Deep knowledge of instruction and effective classroom practitioner*
- *History of or willingness to take on leadership roles*
- *Effective time management and the ability to juggle multiple demands*
- *Resiliency in the face of challenge/adversity*
- *Ability to seek out resources and ask for help when needed*
- *Ability to receive and implement feedback*
- *Willingness to take risks*
- *Desire to work with diverse student populations*
- *Commitment to work toward educational equity*
- *Willingness and ability to collaborate with peers*
- *Reflectiveness*

With that context in mind, please answer the following questions regarding your assessment of the applicant's qualifications.

1. What was/is your **relationship to the applicant**?

2. Please describe the **context** in which you have worked/interacted with the applicant.

3. What have you observed as the applicant's key **strengths in terms of instruction**?

4. What is your opinion of the **applicant's potential** to become an effective educational leader with diverse students in high need schools?

5. What is your opinion of the **applicant's potential** to build effective relationships with adults in service of student learning?

6. What have you observed as the applicant's key **areas for growth** in terms of becoming an instructional leader?

7. Is there anything else you would like to tell us about the applicant? (You may also submit an additional recommendation/reference letter.)