

Certified Instructional Leader (CIL) Checklist

- _____ Candidate's application packet (Contact Information, Professional Information, Professional Preparation)

- _____ Candidate's application packet (School/System Information)

- _____ Candidate's application packet (Professional Activities, Service to the Community, Three Most Significant Accomplishments as an Instructional Leader)

- _____ School Leadership Statement, Question 1 (Balancing Leadership and Management)

- _____ School Leadership Statement, Question 2 (Parent and Community Involvement)

- _____ School Leadership Statement, Question 3 (Supporting and Challenging Learners, Maintaining High Standards)

- _____ School Leadership Statement, Question 4 (Cultivating, Monitoring, Advancing a Positive Climate)

- _____ School Leadership Statement, Question 5 (Ethical Leadership)

- _____ Candidate Employment Verification Form submitted to pd@clasleaders.org

- _____ Three letters of reference submitted to pd@clasleaders.org
 - _____ Immediate Supervisor
 - _____ Fellow Administrator
 - _____ Employee