



Certified Instructional Leader Program

Questions & Answers

1. What are the Certified Instructional Leader goals?

The CIL program designates those who have completed the rigorous coursework and in field experiences identified by CLAS & the CIL Faculty as essential to the instructional leader role. Achieving CIL status will be obtained after completing, in a cohort framework, extensive coursework and provide evidence of systemic, systemized, job embedded implementations on the tasks necessary for competent instructional leadership. The candidate must also commit to ongoing professional development to remain abreast of current practices in school or district instructional leadership.

2. What are the objectives of the CIL program?

- The Certified Instructional Leader (CIL) program will promote the highest standards of instructional leadership through the credentialing of school or district administrators.
- The CIL program will identify educational leaders who demonstrate the knowledge and skills which are essential to the practice of effective instructional leadership.
- The CIL Commission, an independent certifying body of the Council for Leaders in Alabama Schools (CLAS), will be responsible for the governance of the program, including all policy and standards related to the CIL credential.
- The program will be administered by the CLAS staff, who implements the policies. This structure allows the CIL Commission to maintain integrity concerning policy matters related to credentialing.
- CLAS will issue certificates to individuals who successfully meet the CIL credential standards as recommended by the CIL Commission.
- Credentialed individuals may present themselves to the public as certified instructional leaders.

3. What are the CIL program prerequisites?

- Experience: Minimum of 5 years as a successful administrator in a Pre-K-12 setting.
Note: Applicant must be a building level administrator who directly supervises curriculum and instruction.
- Evidence from Superintendent verifying length of employment and support for the participant's decision to participate in the program – i.e., **Candidate Employment Verification Form.**
- Recommendation: Three letters of recommendation are required; one letter must be from an immediate supervisor, one letter from another administrator, and one letter from an employee (teacher etc.).

4. **What are the characteristics of an Instructional Leader?**

A person who exemplifies leadership in:

- Student Growth and Achievement
- School Planning, Progress and Culture
- Strategic Management
- Modeling of Effective Instructional Practices
- Ethical Leadership

5. **What curriculum topics will be address in the CIL program?**

- Data Analysis/Student Growth and Achievement
- School Culture/Collaborative Leadership
- Strategic Management
- Effective Instructional Practices
- Ethical Leadership

6. **How will the curriculum be delivered?**

- Face-to-face meetings held in Montgomery at the CLAS office. See timeline for dates and times.

7. **What Evidence will be required in this program?**

Artifacts/Evidence, as discussed during the program, will be required in the following areas:

- School Planning, Progress and Culture
- Effective Instructional Practices
- Student Growth and Achievement
- Strategic Management
- Ethical Leadership

8. **How will program participants be assessed and/or graded?**

- Upon the successful completion of each CIL content area, applicants will receive a status of Accepted, Not Accepted: Revisions Needed for the work submitted. (Full attendance is required at **ALL SESSIONS** to be considered for credentialing in May.)
- All applicants will meet with the CIL Commission at the end of the program to attain the status of CIL Credential. The applicant will need to share with the Commission how they have implemented the knowledge gained during the CIL Program for each of the content areas. (Participant will need to articulate the programs, ideas, processes IMPLEMENTED at their respective school/system as a result of the CIL program.)
- If participant fails to earn the CIL Credential, they will be required to attend any missed session(s) or meet the Commission requirements for the designated content area(s) during the following program year and meet with the Commission at the end

of the next program year to defend the designated area(s). Participants will have the following 1 year to complete the assignment and become credentialed.

Participants must be a practicing administrator to earn the CIL credential.

- A survey will be completed at the end of each session focusing on the curriculum, faculty and program.

9. **Program Framework:**

- Applications available: April 1, 2024 – May 3, 2024
- Notification to Applicants: May 20, 2024
- One-year program: Begins June 13, 2024, and ends April 1, 2025; meet with Commission April 30-May 1, 2025
- Meet quarterly assessment benchmarks – October 2024, January 2025, April 2025
- Program Fee: \$1,000 contingent upon program funding being received by the Legislature. If no funding is received, the fee will be waived. Program fee must be paid by June 1, 2024 to participate in the program.

10. **Is this credential recognized by the Alabama State Department of Education?**

At this time, the CIL credential will not affect a Professional Educator Certificate in Areas of Administration and/or Supervision.