

Florida Educational Leadership Examination

Subtest #3: Systems Leadership

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1 Knowledge of effective decision-making processes that are based on research, best practices, and leadership theory to support the mission, vision, and improvement priorities of schools

1. Analyze and prioritize decisions and actions that minimize the impact of negative situations on the quality of student learning and teacher performance.
2. Analyze and evaluate decisions for effectiveness (e.g., intended and actual outcomes, equity, implementation of follow-up actions, revisions).
3. Identify effective strategies that empower others through the distribution of leadership roles when appropriate.
4. Select appropriate steps in a change process that effectively facilitate implementation of new policies or procedures.

2 Knowledge of effective organizational theory, research, and management practices related to school operations that maximize a safe and effective learning environment

1. Analyze and evaluate strategies for organizing time, tasks, technologies, and projects effectively with clear goals, objectives, and plans.
2. Identify appropriate roles, responsibilities, and practices that assure effective discipline and promote a safe learning environment.
3. Identify and evaluate appropriate actions that assure the health, safety, and welfare of all persons on campus.
4. Assess and analyze effective strategies for managing schedules and delegating responsibilities in order to promote collegial efforts in school improvement and faculty development.

3 Knowledge of effective utilization of resources and fiscal management practices that maximize a safe and effective learning environment

1. Identify and assess methods of maximizing the use of federal, state, and local fiscal resources (e.g., school budget, grant funding) for instructional priorities.
2. Identify appropriate procedures to manage school fiscal resources (e.g. fundraisers, extracurricular, athletics) and property consistent with state guidelines and accounting practices.
3. Identify the foundational concepts for the formula factors used in computing the Florida Education Finance Program allocations.

4. Identify funding sources available to a school beyond Florida Education Finance Program allocations.

4 Knowledge of school legal practices and applications that assure a safe and effective learning environment

1. Determine whether appropriate educational and/or physical accommodations were made or provided, under state and/or federal guidelines, for students by school and district staff.
2. Identify state and/or federal guidelines and procedures for maintaining a safe learning environment for the well being of all students.
3. Identify legal requirements that ensure compliance with federal and state law as related to the constitutional and statutory rights of students, staff, and parents.

5 Knowledge of effective communication practices that accomplish school and system-wide goals by building and maintaining collaborative relationships with stakeholders

1. Analyze data and communicate, in writing, appropriate information to stakeholders.
2. Analyze data and communicate, in writing, strategies for creating opportunities within a school that engage stakeholders.
3. Analyze data and communicate, in writing, strategies that increase motivation and improve morale while promoting collegial efforts.