

ROLE OF THE CONSULTING PRINCIPAL

The purpose of the CP is to provide support for the principal (client). In order to accomplish this, the CP meets initially with the director and the director of school support and improvement to obtain information about the needs of the client. As soon as possible thereafter, the CP meets with the client. The priority of the position is to provide sufficient time for effective interactions with the client. The CP is responsible for coaching and mentoring the client. The priority of the position is to provide sufficient time for effective interactions with the client. The CP provides direction with regard to the supports that are available from within MCPS and from outside sources.

For clients in special evaluation, the CP organizes a meeting with the client and the director at which the CP facilitates the development of an improvement plan. This plan is the basis for identifying needs, providing support, establishing a timeline, and determining the measures by which the client is expected to meet standard. The CP provides assistance to the client with regard to the areas of need, as identified on the improvement plan. The CP helps the client set priorities and maintain a focus on improvement.

The CP shall be responsible for the following:

- Making frequent visits with informal support
- Analyzing problems and suggesting options
- Identifying resources for the client principal
- Conducting a minimum of two formal observations with post-conferences (one per semester recommended)
- Providing written reports on the formal observations to the client and the associate superintendent
- Communicating with the director regarding the client's progress
- Preparing quarterly reports to the PAR Panel, including a final summative report
- Making a recommendation regarding the client's status to the PAR Panel at the end of the formal time frame

To accomplish this role, training is provided to the CP based on the knowledge, skills, and abilities outlined in the job description. A CP shall be an experienced principal in MCPS and hired for the position of CP for a three-year term. At the end of the three-year period, the CP will return to a principal position or another administrative position for which they are qualified.

See Appendix A for Administrator Frequency Schedule for Evaluation.