#### SITE OPERATIONS CIRCULAR NO. 1024

Office of Leadership & Learning

#### SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: 2021-2022

**To:** High School Principals and Site Counselors

Subject: PERSONAL LEADERSHIP TRAINING COURSE

Department and/or

**Persons Concerned:** All Administrators and Site Counselors

**Reference:** None

**Action Requested:** Review guidelines

**Attachment(s):** Instructions for the PLD Course Instructor

### **Brief Explanation:**

## Courses:

Personal Leadership Development 1,2 (4841, 4842)

Personal Leadership Development 3,4 (4843, 4844)

Personal Leadership Development 5,6 (4845, 4846)

Personal Leadership Development 7,8 (4847, 4848)

The objective of this student leadership course is for students to examine their leadership strengths and areas in need of growth while working on developing their leadership expertise through readings, reflections, and a well-defined and challenging project with measureable outcomes. A certificated staff member or administrator will need to be the designated "teacher" of the course, support students, and review completed course materials.

To successfully earn credit for this course, students will be expected to complete:

- 1. Readings and reflections on leadership.
- 2. A leadership project developed by the student with support of the supervising teacher or administrator (i.e. helping to support a program or initiative on campus or researching solutions to an identified issue on campus.)
- 3. Presentation of outcomes at end of the semester to supervising teacher or administrator.

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# Required steps for implementation:

- 1. Course facilitator will request access to updated course from Rachel Amato (ramato@sandi.net)
- 2. Maximum of 4 students per period per semester per site may complete the course (as directed by course of study approved by district.)
- 3. Facilitator will consistently monitor students' progress in course.
- 4. Facilitator will enter final grades into PowerSchool by the end of the quarter or semester.

S1 = January 21, 2022

S2 = June 14, 2022

Q1 = October 29, 2021

Q2 = January 21, 2022

Q3 = April 8, 2022

Q4 = June 14, 2022

For more information, please contact Rachel Amato at <a href="mailto:ramato@sandi.net">ramato@sandi.net</a> .

### APPROVED:

Tavga Bustani Chief, Leadership & Learning