

**ADMINISTRATIVE INTERN PROGRAM**

- I. Within the constraints of available resources, the Talbot County Board of Education endorses the concept of a leadership education program that will encourage capable and qualified teachers and other professional employees to further prepare themselves for leadership positions. The program will serve to enhance the qualifications of selected individuals by providing direct training and experience which will increase the participant's knowledge of and sensitivity to prevailing county philosophy, policy, and practice.
- II. Administrative interns will be selected on the basis of the best qualified person from among all who apply, including those from within the school system and those from without. Final Selection will be made by the Superintendent in close association with the appropriate supervisor.
- III. Each intern's compensation will be determined using the teachers' negotiated salary schedule. The normal length of an internship will be 10 months; however, the length of the internship is subject to change, if circumstances dictate. Administrative interns, by definition, will seldom possess administrative certification. Therefore, interns will be required to actively pursue the graduate courses necessary to acquire full administrative certification as soon as possible. Failure to do so will be cause to terminate the internship as soon as is practical to the school system.
- IV. At the end of the internship period previously determined, an assessment of progress and performance will be made by the Superintendent and supervisor. A decision will be made at this time to:
  - A. Continue the internship (subject to Board of Education approval),
  - B. Terminate the internship and return the intern to a position similar to that vacated (if tenured in the system), or
  - C. Terminate the internship and continue the person as a fully recognized administrator.

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