# Using Portfolios... The EDLE Internship

Compiling evidence of an extensive & intensive internship experience

- The internship provides opportunities to **apply theory to practice** within a broad range of leadership and administrative tasks.
- The central focus of the internship is on **planning, experiencing, and reflecting** on major responsibilities in school administration and supervision.
- The internship focuses on the development of skills in the six standards defined within the ELCC standards for building leaders

# **Brief overview**

- Minimum of 320 logged hours
- Eighteen required leadership activities, plus activities designed into an individualized internship plan
- Minimum of three school sites
- Minimum duration of 12 calendar months
- Bi-monthly submission of internship logs
- Periodic submission of reflections & artifacts

# In other words...



# The purpose of the portfolio

#### 1. To present EVIDENCE of LEADERSHIP LEARNING

- Enacted activities
- Reflections
- Plans
- 2. To account for internship requirements

# Some lessons learned

I learned my lesson. I learned my lesson. I learned my lesson. I learned my lesson. I learned my les

Lesson #1 Structure •The requirements of the portfolio are highly structured and transparent from the outset

- Reflections & artifacts for required activities +
- Specific set of required paperwork for final portfolio submission

•The entire portfolio is an indicator of the candidate's knowledge, skills and dispositions related to leadership & professionalism Lesson #2 Form follows function

- Initially, WordPress via the onMason server
  - Elegant, professional-looking
    - Tied to a technology standard
- Currently, Blackboard
  Functional, easy to navigate
  ...if a bit clunky

Lesson #3 What's really hard Reflection vs. description

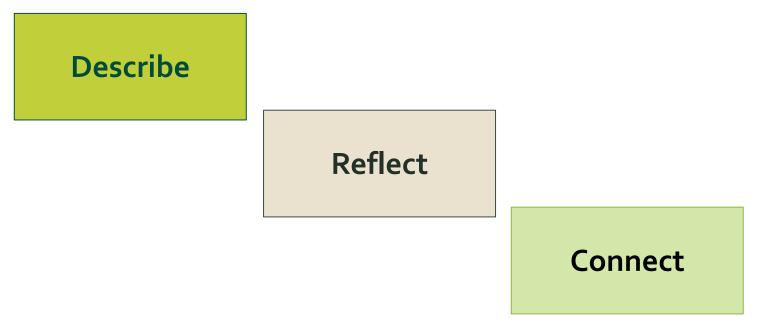
Artifacts

Feedback

# Reflection



Reflection is a form of professional development that promotes analysis and deep consideration of experiences



### Artifacts



 Artifacts = evidence that reflects internship activities related to learning

- "Stuff" vs. work product
- •Consequential vs. peripheral
- Referenced in reflection

### Feedback



Formative AND summative
Periodic, ongoing
Variety of forms

•Opportunity for clarification & revision