**FORM 8**

*Georgia Southern University*

**COLLEGE OF EDUCATION**

**Department of Leadership, Technology, and Human Development**

**SUPERVISED FIELD EXPERIENCE REFLECTION**

**EDLD 7737/7738 FALL \_X\_\_\_ SPRING \_\_\_\_ YEAR \_\_\_2023\_\_\_**

Candidate: Dinah Myrick

Campus Mentor: Mr. Levar Garner

University Supervisor: Dr. Suzanne Miller

School: Center Elementary

**PART I: DESCRIPTION OF THE FIELD EXPERIENCE**

* Date of Activity: 11/9
* Hours Completed: 1 hour, 40 minutes
* Georgia Leadership Standards Met: 1,,3,4,,6,7,8,
* Description of the Field Experience Activity and Your Role (100 to 250 words)
  + It is the job responsibility of the ESOL Site Coordinator to present and moderate ongoing professional developments throughout the year. On November 9th, the second Professional Development Module was due district wide. The module was shared digitally and staff members were required to follow up with an exit quiz with a score of 80 or higher to be considered passing. It was my responsibility to monitor and document the completion of these tasks through Google Forms and Sheets. As the staff members completed the quiz their responses were populated to a Google Sheet that was shared with me. I then checked them off as completed and shared those results with the District Facilitator. This sounds like an easy task, however; of course, you always have a few outliers that you have to pursue and remind to complete the task. The expectation is 100% staff participation, and I aim to meet that goal, although this time I did fall short.

**PART II: REFLECTION\***

Please reflect on the Field Experience by answering the following questions in at least one paragraph each.

1. Based on your study of leadership, how was this experience aligned with the knowledge base and skills of school leaders and how did this help you to learn information that you will be able to use in your career as a leader?

* This activity most appropriately addressed organizational management, instructional leadership, and, in some aspects teacher/staff evaluation. As the moderator, I used the available resources to inform and monitor teachers. The quality of the instruction provided was thoroughly considered prior to sharing. Also, as the coordinator, I was deemed responsible for monitoring the completion of quiz scores, and providing follow-up feedback if necessary.

1. What did you learn about your own leadership ability or your leadership potential during this field experience?
   * This activity allowed me to explore and lead teacher monitoring and professional development. I learned that the most efficient way to do this is to monitor it every day and follow up immediately. Emailing reminders is a good first mode of communication, but if an additional follow-up is necessitated, then a face-to-face check-in may work better. I also included incentives for this module. I offered a jeans pass or duty pass (with the approval of my administrator) for the first ten staff members who completed their quiz and survey.
2. Explain two or three main points about leadership that you learned from this field experience activity.

* Two points I learned from this experience were slightly addressed above. When 100% staff participation is the expectation, you get the best results from timely and meaningful follow-up, and easy digital access to the task. We know that educators complete many tasks at home, and having virtual/digital options to complete tasks helps accommodate the needs of teachers. Another point I learned is that incentives work! I noted on the last reflection regarding Module 1 that I was going to try incentives this time, and it did increase productivity!