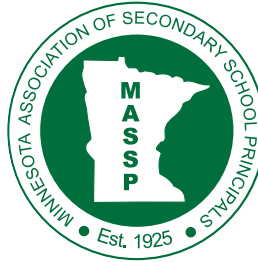


# ACHIEVING BALANCE

## KEEP LEARNING

- Traveling Library ●
- Review Marshall Memo ●
- Book of the Week on Website ●
- The Main Idea - Book Summaries ●
- Member Directory – Innovations Menu ●
- Attend MASSP Conferences/Seminars ●



## BUILD RELATIONSHIPS

- Create a Principal PLC
- Mentor New Members
- Emerging Leaders Workshop
- Join MASP/MASC/MAHS
- Campaign for MASSP Office
- Present at MASSP Events

## STAY CONNECTED

- Visit the Website ●
- Personal Profile in Member Directory ●
- Follow @mnprincipals on Twitter ●
- Seek Colleagues Expertise ●
- Read Legislative Updates ●
- Attend Division Meetings ●
- Attend Legal Seminars ●

# THROUGH MASSP MEMBERSHIP

Graphic/Information by the MASSP Professional Development Team

# Roadmap to Your Licensure Renewal — Guide to MASSP Continuing Education Units

To renew a five-year administrative license, you must submit to the designated district administrator completion certificates totaling 125 clock hours of administrative and supervisory continuing education that have been pre-approved by the Minnesota Board of School Administrators. These hours must have been earned during the five-year period immediately preceding the renewal of the license. “Clock hours” means hours of actual instruction or supervised group activities in a pre-approved Minnesota administrative and supervisory continuing education program. Renewal requirements must be met during the five-year period of each continuing license and no clock hours will carry forward into any subsequent five-year licensure period.

MASSP offers many opportunities for secondary principals to complete the 125 hours requirement for license renewal every five years. Members are encouraged to design their own professional development roadmap to meet both their professional and personal needs. Principals can usually complete the license requirement by attending MASSP trainings on a regular basis. For example, by attending one major conference each year (Winter or Summer), participating in a law seminar each year, attending all division meetings and joining a principal PLC, members could complete all required hours for license renewal in a five year period.

The information below is based on past offerings and should be considered a guideline only. Events and clock hours subject to change.

<u>EVENT</u>	<u>CEU'S</u>
Summer Conference.....	12
Assistant Principals' Leadership Seminar.....	4
Emerging Leaders Workshop.....	5
Student Discipline Workshop.....	5
School Law Seminar.....	5
Winter Conference.....	11
Pre-Winter Conference Half-Day.....	3
NASSP National Conference.....	20
Symposium of Women Educational Leaders.....	5
Principal Professional Learning Communities (PLC).....	6
Division meetings (CEUs provided by Division President).....	6