

October 21-25, 2019

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DELAWARE *Principal* FOR A DAY

GUIDELINES FOR PRINCIPALS

WHAT CAN YOU DO WITH YOUR GUEST PRINCIPAL?

The **Delaware Principal for a Day** program is a one-day commitment typically from 7:30 a.m. (to greet students as they begin their day) through dismissal. Although your guest principal need not stay all day, we ask that they stay through lunch. The Delaware State Chamber will facilitate the registration and assigning of business leaders. Once a business leader is matched with your school, we encourage him or her to reach out and introduce him/herself to you.

The primary purpose for a business leader to become a guest principal is to experience and gain an understanding of the issues that a principal faces on a daily basis. Your guest should participate in everything from bus duty, meetings with parents, teachers or student government, cafeteria duty, to observing a class in progress or addressing issues with students.

Guidelines for getting the most out of your day:

- Provide your guest with an agenda. Time should be scheduled to review the agenda before he or she arrives. A telephone appointment works best.
- Have your guest to observe a class in progress.
- Ask your guest what soft skills are needed to be successful in the workplace. Be prepared to share how the school teaches soft skills (punctuality, attendance, appropriate dress, teamwork, etc.).
- Invite your guest to speak with teachers and/or address the student body or student groups.
- Talk with your guest about how resources are used to raise student achievement.
- Talk about the constraints and regulations that you observe, such as student safety & disability accommodations.
- Spend some time in the school cafeteria so your guest can talk with students.
- Share with your guest ideas on how the business community can help your school.
- Ask your guest what problems he or she faces in hiring and retaining quality employees.
- Talk with your guest about current programs and/or processes in place that raise student achievement and contribute to the overall well-being of the school climate.
- Are you looking for an organization to partner with? How can your guest as a business leader be a partner to your school even after their visit?

Questions? Contact Kelly Basile at kbasile@dsc.com or (302) 576-6564