

Collaborative Leadership Project
Documentation Form
(Please submit form in LiveText)

Student Teacher _____

School _____

Cooperating Teacher _____

University Supervisor _____

Identification of Project

How did you determine the focus and scope of your project? Note the input of those who helped to define your project (e.g., cooperating teacher, department chair, coach, team leader, counselor, principal, supervisor, etc.) and the rationale for selecting this project. What were you hoping to accomplish?

Description of Project

Provide a brief overview that explains the project's purpose and goals, schedule, and description (who/what/when/where/ how). Attach pictures from the event, flyers, notes to parents, anything else to help document the event.

Implementation of Project

Provide a timeline showing the steps you took to complete the project.

Evaluation of Project

Briefly document the results of your project. What did you learn from your leadership experience—what worked, what did not work and why? What will you do differently next time? Be sure to include and reflect on feedback from students, teachers, administrators, and/or parents on your work.