



Friendly guidance for your HOS certification visit

1. **The goal of the visit is soul talk.** The team hopes to get beyond veneer and into the substance of opportunities for growth - in professional, personal, and spiritual dimensions - in casual, respectful, collegial, refreshing, and even fun ways.
2. **Basic components** of the HOS certification visit include table talk (dinner/breakfast/lunch), a school tour, a relaxed debrief of your peers' 360 feedback, and a fun social experience, depending on time and opportunity. A typical certification visit includes dinner, an overnight and a working, wrap-up lunch. Some teams have stayed longer to allow for more time and fellowship.
3. **The host** arranges and covers lodging and meals based on the team's travel arrangements. **The visiting team** arranges for their own flight schedule; the host school reimburses the team for travel expenses.
4. **The experience revolves around feedback from the HOS Cert 360 feedback loop.** A digital link to a 360 tool is distributed by GBA, Director of Head Certification to FOUR school colleagues and TWO school board members. GBA the link to your 360 contacts contact data approximately five weeks before the visit. We ask that the team leaders communicate the primary purpose of the instrument - growth of the HOS - to the 360 participants in a brief introductory letter. Please underscore the value of their narrative comments on the HOS strengths and areas for growth in the context of the standards.
5. **A visiting team member** will write up a report on the conclusions of the certification visit noting areas of strength and areas for growth. The team submits this report to the Director of HOS Certification. The DHC will share the report with the HOS Cert candidate. The DHC does not share the contents of this report with others without the consent of the candidate's consent.
6. Following the team's visit, in response to the team's assessment, **the candidate submits a "growth response."** This one page summary of HOS learnings is submitted to the visiting team, the Director of HOS Certification and the Executive Director.
7. The Director of HOS Certification will make a recommendation to the Executive Committee of the Council for full certification. The Executive Council does not review the contents of the visit report or the growth plan. It respects the recommendation of the Directors of HOS Certification and the visiting team.
8. Certified heads are honored at the Symposium following the date of a head's certification.
9. Following certification, certified heads will be invited into community with other certified heads in authentic venues - pairs, small cells, group huddles, the circle - that amp up fellowship, care and support.

May we all grow in the grace of God through this experience.

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