



**Contact:**

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TO: Stanwood-Camano Board of Directors

FROM: Christine Del Pozo, Executive Director of Human Resources

SUBJECT: Second Reading, Board Policy 5642 Administrative Internships

DATE: February 6, 2024

TYPE: Action Required

The Washington State School Directors Association (WSSDA) has recommended updates to policy 5642, Administrative Internships. Policy 5642 was brought before the board for a first reading on January 16th. The Board moved revised policy 5642 forward for a second reading.

**Recommendation: We recommend the board approve the second reading of revised policy 5642 on Administrative Internships.**

Every student is empowered to learn in an inclusive setting  
and is prepared for the future of their choice

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## ADMINISTRATIVE INTERNSHIPS

The board recognizes the need to provide training opportunities for prospective administrators. Internships for those who are in the process of acquiring administrative credentials ~~will shall~~ be approved on an individual basis. Specific factors to be used in considering an individual for an internship position ~~will shall~~ include but not be limited to: academic record, teaching ability, leadership qualities, communication skills and dedication to past and present assignments.

If recommended by the screening committee, the superintendent ~~will shall~~ be responsible for scheduling any necessary release time, arranging for constructive supervision of the internship experience and identifying a variety of experiences which will meet the needs of the intern.

**Adoption Date: 6.17.03**  
**Stanwood-Camano School District**  
**Revision Date: 2.06.24**