



## Part Time Online Principal Frequently Asked Questions

We appreciate your interest in working with Idaho Digital Learning Alliance, Idaho's state-sponsored, accredited, online course provider. This document provides answers to some frequently asked questions related to being an Online Principal. We hope it will prove useful as you decide whether or not being an Online Principal is for you.

### **Idaho Residence:**

Employment preference is given to applicants residing in Idaho.

### **How are principal assignments made?**

Principal assignments are made by the Idaho Digital Learning Alliance Supervision Team. The number of courses assigned to principals is determined by the total number of courses offered during a session and by the time availability of each principal.

### **How many classes are typically assigned?**

The number of classes overseen at any one time varies depending on enrollments, sections, and principal availability. Typically, a new principal can expect to oversee between 4 and 8 sections at one time; more experienced principals may supervise up to 15 courses per semester.

### **How will I be compensated?**

Currently, principals receive between \$155 to \$360 per course, depending on the course length.

### **Does Idaho Digital Learning Alliance provide equipment to principals?**

Online Principals must provide their own computer and internet access in order to work for Idaho Digital Learning Alliance. Speak with your tax advisor about possible deductions related to employment with Idaho Digital Learning Alliance.

### **What training is required to work for Idaho Digital Learning Alliance?**

New principals start by completing an online orientation, attend our annual summer conference, and then participate in online professional development. Initial training will include training alongside new teachers, as well as training specific to supervision of online courses. Summer Conference attendance, participation and training is required every year.

### **What skills are necessary for a principal to have to work for Idaho Digital Learning Alliance?**

It is helpful for Principals to be knowledgeable about online learning and have experience in supervision. Principals should also be familiar with the Danielson Framework and apply the rubric to instruction.

### **What are the duties of an Idaho Digital Learning Alliance Principal?**

Principal's responsibilities entail overall oversight of assigned classes and to serve as a support for Idaho Digital Learning Alliance teachers to aid in resolving conflicts, oversee student discipline and safety, communicate with the local school, as needed, and provide general administrative leadership. Workloads are heaviest prior to the start of a session, prior to each "Walkthrough" in a course (approximately once every 3 weeks), and at the end of each section. Principals are expected to maintain a consistent presence in each of their courses and to be able to answer communications within a 24 hour period.

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- [State Department of Education certification](#)
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