



2022 ASPIRING PROGRAMS IN-BASKET EXAMINATIONS

Background Information

The In-Basket Examinations, grounded in the School Leadership Framework, are a culmination of the Aspiring Administrators Programs and are designed to evaluate the following:

- A candidate's ability to apply the learnings from the Aspiring Principal Program/Aspiring Assistant Principals Program in the areas of instructional and operational leadership
- A candidate's ability to manage time and prioritize high-leverage activities
- A candidate's ability to make decisions grounded in District policies and legal requirements

School-based administrators assigned in Provisional (V1) or Restricted (W1) status under provisions of Administrative Regulation 4213 or 4214 are also required to successfully complete the LAUSD Aspiring Principal or Assistant Principal In-Basket Examination. They were given access to the Aspiring Programs curriculum on MyPLN and were invited to attend all live sessions; however, attendance was voluntary.

Composition of the 2022 In-Basket Examinations

	Principal In-Basket	Assistant Principal In-Basket
Part 1 60 minutes	40 Multiple Choice Questions covering the following topics from the Aspiring Programs Sessions: <ul style="list-style-type: none"> • Family and Community Engagement • EDST • SEL • School Budgets • Cultural Proficiency • Progressive Discipline • School Operations 	40 Multiple Choice Questions covering the following topics from the Aspiring Programs Sessions: <ul style="list-style-type: none"> • Family and Community Engagement • SWPBS • EDST • SEL • School Budgets • Cultural Proficiency • Progressive Discipline • School Operations
Part 2 90 minutes (Principal) 60 minutes (AP)	2 Written Scenarios <ul style="list-style-type: none"> • One related to child abuse • One related to another topic covered during one of the sessions 1 Priorities Task <ul style="list-style-type: none"> • Candidates prioritize a list of 9 tasks into three groups and explain their reasoning for placing the tasks in each group 	2 Written Scenarios <ul style="list-style-type: none"> • One related to child abuse • One related to another topic covered during one of the sessions

The In-Basket Examination was administered online using the Class Marker platform. Candidates elected when to take the exam during the given four-day testing window (April 4-7, 2022). They could choose to take the exam in the order of their choice, and did not have to complete both parts in one sitting. However, once they started one section, they had to complete it.