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MEMORANDUM

TO: Members, Utah State Board of Education

FROM: Joel Coleman
Interim Chief Executive Officer

DATE: September 5, 2014

ACTION: Conceptual Draft - R277-505 *Administrative License Areas of Concentration and Programs*

Background: R277-505 *Administrative License Areas of Concentration and Programs* has not been significantly reviewed since 2007 when the Board changed R277-503 *Licensing Routes* to indicate that university programs needed only national accreditation to receive Board approval. USOE staff have worked closely with the Utah Council for Educational Leadership (UCEL) in preparation for updating R277-505. UCEL is made up of representatives from Utah administrative preparation programs, district superintendents, and USOE staff.

USOE staff wishes to propose a significant change to the licensure of administrators and education leaders in Utah and seeks Board review and feedback on the proposal.

Key Points:

1. Administrative rules R277-502 and R277-503 no longer allow teacher preparation programs to be approved based solely on national accreditation. R277-505 details the requirements that the Board establishes for its approval of programs intended to recommend for administrative licensure.
2. The proposal is designed to address concerns from UCEL and LEAs regarding the readiness of newly licensed administrators to work as building administrators.
3. The proposal is designed to support a licensure structure in which building administration is not the only form of educational leadership available to veteran educators.

Anticipated Action:

It is proposed that the Law and Licensing Committee review and provide feedback regarding the educational leadership conceptual draft. USOE staff requests direction from the Board regarding licensure structures and program requirements currently proposed in this draft and any additional requirements the Board wishes to consider.

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Utah Administrative/Supervisory Licensure Revisions Proposal

The rules governing administrative licensure in Utah are due for revision based on the Board approved changes to R277-502. After reviewing the current status of administrative licensure and based upon discussions with local education agencies (LEAs) and universities, Utah State Office of Education (USOE) staff feels that this revision is an opportunity to consider dramatically changing the structure surrounding administrative licensure and the programs intended to grant this type of license.

Current Model/Requirements

Under the current model, administrative licensure candidates must have a current Level 2 Utah license, a completed master's degree, and successfully complete a Utah approved administrative program. Currently the following universities have approved administrative licensure programs:

- Brigham Young University
- Southern Utah University
- University of Phoenix (Salt Lake City campus only)
- University of Utah
- Utah State University
- Western Governors University
- Argosy University (preliminary approval only)

While many candidates complete a master's degree program along with the administrative program, an individual that already holds a master's degree may complete only the administrative licensure requirements. Typically a candidate completing a master's degree program must complete an additional year of coursework beyond the degree before completing the program. Prior to entry into the program a candidate must hold a Level 2 license and, therefore, at least 3 years of experience in education. At the end of the program, the candidate must complete an internship meeting the requirements of the current R277-505. Some candidates are fortunate enough to already be hired in an administrative position or have found a full-time paid internship (typically with the larger districts), but most candidates must meet the internship requirements while still working as a full-time teacher.

Once hired in an administrative position, the mentoring and support of new administrators varies greatly between LEAs and is often dependent on available resources.

Reasoning for Change

LEAs have expressed concerns to USOE staff regarding the quality and preparation of principal candidates in recent years. Discussions with the Utah Council of Education Leadership (UCEL) has led staff to believe that this is primarily due to two reasons:

1. The duties and expectations of principals have increased significantly over the past 15 years and the programs are not able to sufficiently cover all aspects of the position under the current model/requirements.
2. Unless an individual can secure a full-time, paid internship, the current internship does not provide a sufficient experience for new principals. Candidates often come out of the program ill-prepared for the realities of full-time administration responsibilities.

Administrative Licensure Proposed Changes Synopsis

An individual begins by completing a master's degree or graduate-level program (for those already holding a master's degree) in educational leadership. This program results in the individual receiving an Educational Leadership license area of concentration. The individual is then eligible to be hired in any type of school leadership position in Utah.

Once hired in a leadership position the district works with USOE to put the individual on a State Approved Endorsement Plan (SAEP, or similar with different name) for either a School Administrator or a Teacher Leader endorsement. The individual then has three years to complete the requirements for the specific endorsement, including the recommendation from the employing LEA. It is anticipated that some LEAs would partner with specific universities for all of their candidates in such areas and others may allow the individual to select a program of their preference. Unlike other SAEPs, if a person fails to complete the SAEP or stops being employed in an administrative position then the individual may restart the SAEP if later administrative employment is secured. The appropriate licensure test could be part of the SAEP or part of the core leadership program; this has yet to be determined.

The core Educational Leadership license area program would be required to prepare candidates to meet the Utah Educational Leadership Standards (UELS) and include the following coursework:

- 1) Data Analysis and Decision Making
- 2) Leadership Theory
- 3) Educational Advocacy/Community Relationships (beyond just my classroom...)
- 4) Curriculum & Instruction (evaluating resources, best instructional practices, curriculum mapping, instructional design)
- 5) Ethics and School Law
- 6) Adult Learning Theory/Professional Development
- 7) Internship (similar to current internship, but broader experience to include teacher leader positions)

Once hired, the individual's SAEP for a specific leadership endorsement would include:

School Administrator:

- 1) Educator Evaluation
- 2) Educator Licensing
- 3) School Finance (including fund security, legal implications of public money, budget prioritization/equitability, finding resources)
- 4) Time management – Educational Priorities
- 5) ...

Teacher Leader:

- 1) Advanced Curriculum and Instruction (see above)
- 2) Advanced Adult Learning Theory/Professional Development
- 3) Program Supervision
- 4) Advanced content specialization
- 5)

These lists of coursework are not final but rather placeholders to allow the Board to provide input regarding the types of courses that should be required. If directed to move forward with this proposal, USOE staff would work closely with UCEL and all LEAs to determine an appropriate list of courses to propose to the Board.

Out-of-State Licensure

Individuals with an administrative license in another state would be eligible for an Educational Leadership license area through the out-of-state licensure process if the core requirements of the license area were covered in their administrative preparation program.

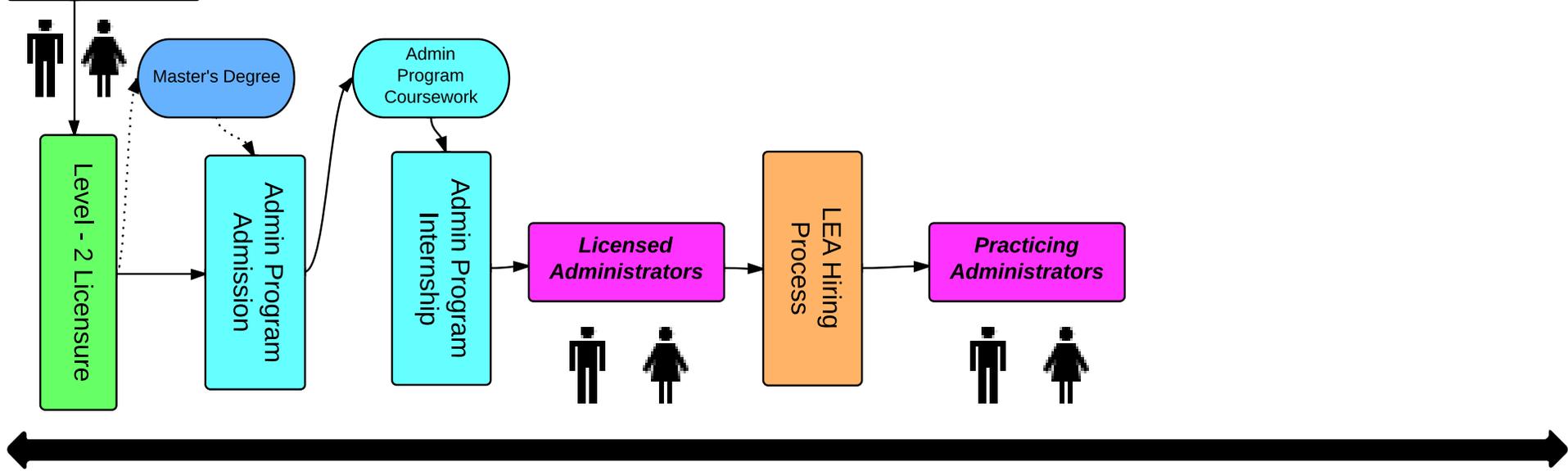
An individual who has no licensed administrative experience at the time of transfer but has completed an educational leadership program reasonably equivalent to a Utah program, including appropriate internship, would be eligible only for the Educational Leadership license area and would need to complete the appropriate endorsement SAEP once hired by a Utah LEA.

If an individual has three or more years of licensed administrative experience at the time of transfer, then the individual would be granted the appropriate endorsement along with the Educational Leadership license area.

If an individual has one or two years of licensed administrative experience at the time of transfer, then the individual would initially receive only the license area but would be placed on a modified SAEP once hired in a leadership position to earn the appropriate endorsement that would take into account the experience held by the individual.

Potential Administrators

Current Admin Licensure Model



Proposed Admin Licensure Model

