

## Item 9:

# Consider and Take Appropriate Action on Request to Approve a New Class of Certificate at Austin Community College

### DISCUSSION AND ACTION

**SUMMARY:** This item provides the State Board for Educator Certification (SBEC) an opportunity to approve a request by Austin Community College (ACC), an approved educator preparation program (EPP), located in Austin, Texas, to offer the Principal class of certificate as part of their certificate inventory. Texas Education Agency (TEA) staff reviewed the proposal and found that it complied with provisions of 19 TAC Chapter 227, Provisions for Educator Preparation Candidates, Chapter 228, Requirements for Educator Preparation Programs, Chapter 229, Accountability System for Educator Preparation Programs, Chapter 230, Professional Educator Preparation and Certification, Subchapter B, General Certification Requirements, and Chapter 241, Certification as Principal.

**STATUTORY AUTHORITY:** The statutory authority related to the approval of educator preparation programs are the Texas Education Code, §21.0443 and §21.044.

The full text of statutory citations can be found in the statutory authority section of this agenda.

**EFFECTIVE DATE:** Upon SBEC approval with enrollments to begin in Fall 2023.

**BACKGROUND INFORMATION AND JUSTIFICATION:** The SBEC approves all new classes of certificates that are offered through an EPP. An EPP must be rated “Accredited” under the Accountability System for Educator Preparation Programs to be eligible to add new classes to program offerings. The EPP prepares an extensive and complete application addressing the SBEC-required components identified in the chart below. The proposal is reviewed by several TEA staff members who hold extensive discussions with the applying entity to ensure compliance with the SBEC rules for the certification class being requested. The ACC application meets the minimum requirements for approval by the SBEC to offer the Principal class of certificate.

SBEC-Required Components	
Component	Component Description
1. <b>Governance</b> (19 TAC §228.20)	Pertaining to the EPP’s advisory committee functions, responsibilities, and program amendments.
2. <b>Admission</b> (19 TAC §227.10)	Pertaining to admission criteria required of all applicants seeking initial certification in any class of certificate.
3. <b>Educator Preparation Curriculum</b> (19 TAC §228.30)	Pertaining to standards-based curriculum required of all candidates seeking certification.
4. <b>Preparation Program Coursework and/or Training</b> (19 TAC §228.35)	Pertaining to how the educator preparation program prepares candidates for educator certification and to ensure they are effective in the educator assignment.

<p><b>5. Assessment and Evaluation of Candidates for Certification and Program Improvement</b> (19 TAC §228.40)</p>	<p>Pertaining to how the EPP has established benchmarks and structured assessments of a candidate's progress throughout the EPP.</p> <p>Pertaining to how the EPP continuously evaluates the design and delivery of the EPP components based on performance data, scientifically based research practices, and the results of internal and external feedback and assessments.</p>
<p><b>6. Professional Conduct</b> (19 TAC §228.50)</p>	<p>Pertaining to how the educator preparation program ensures that the individuals preparing candidates and the candidates themselves understand and adhere to Chapter 247 relating to the Educators' Code of Ethics.</p>
<p><b>7. Complaints and Investigations Procedures</b> (19 TAC §228.70)</p>	<p>Pertaining to the EPP's responsibilities for maintaining a process through which a candidate or former candidate in an EPP, an applicant for candidacy in an EPP, an employee or former employee of an EPP, a cooperating teacher, a mentor, a site supervisor, or an administrator in a public or private school that serves as a site for practicum experiences may submit a complaint about an EPP for investigation and resolution.</p>
<p><b>8. Certification Procedures</b> (19 TAC §§230.36, 230.37, and 230.31)</p>	<p>Pertaining to the requirements for the issuance of certificates.</p>
<p><b>9. Required Submission of Information, Surveys, and Other Data</b> (19 TAC §229.3)</p>	<p>Pertaining to all data and information an educator preparation program must submit to TEA.</p>
<p><b>10. Proactive instructional planning techniques throughout the coursework for candidates and across content areas and inclusive practices for all students, including students with disabilities, throughout coursework and clinical experience for candidates</b> (TEC §21.0443(b)(1) and (2))</p>	<p>Pertaining to coursework and training provided to candidates on proactive instructional planning techniques and inclusive practices for teaching all students, including students with disabilities.</p>

In addition to the table above that outlines the minimum components for approval, the attachment includes an executive summary that provides additional information about the program and how the proposed new class meets or exceeds the SBEC's minimum requirements.

Representatives from ACC will attend the July 2023 SBEC meeting and will address the Board's questions related to their application as needed.

**Certification Class Requested:** Principal

**Anticipated Enrollment Start Date:** Upon approval by the SBEC for Fall 2023

**Anticipated Number of Educators for the First Year:** 10

**Cost of the Program per Participant:** \$6500

**PUBLIC AND STUDENT BENEFIT:** The addition of this new certification class offered by Austin Community College (ACC) will increase the number of qualified principals in Texas.

**ASSOCIATE COMMISSIONER'S RECOMMENDATION:**

Approve the Austin Community College (ACC) application to offer the Principal certificate class as presented.

**Staff Members Responsible:**

Lorrie Ayers, Director of EPP Management  
Linda Mott, Program Specialist, Educator Preparation

**Attachment:**

Executive Summary for ACC, Principal Certificate Class

## ATTACHMENT

### Executive Summary for Austin Community College, Principal Certificate Class

#### Introduction

Austin Community College (227502) is requesting approval to offer the Principal certificate class. Austin Community College (ACC) is located in Austin, TX and serves 28 independent school districts. We expect to certify a minimum of 10 candidates per year. The anticipated start date is the Fall semester of 2023 and will cost approximately \$6500 per candidate. Dr. Hector Aguilar, the Dean of Continuing Education is the Director of the EPP. A needs assessment was conducted in Spring of 2022 that surveyed area superintendents, principals, assistant principals, and Human Resource managers. The results indicated that there is currently a shortage of qualified administrators and that this shortage is anticipated to continue for the next 3-5 years.

#### Component 1: Governance of Educator Preparation Programs

The Advisory Committee is composed of ten members. Seven serve in public education, one is from a region service center, one is from an institution of higher education, and one represents the community. The Advisory Committee is responsible for reviewing policy decisions/changes, program design and delivery and evaluation of the program using data collected from surveys, grade reports, passing rates, hiring rates and ASEP. The committee will meet annually.

#### Component 2: Admission Criteria

Applicants must have a master's degree or be concurrently enrolled in the last 15 hours of their coursework towards the degree and provide a date on which their degree will be conferred. They must have a GPA of 2.5 or higher overall, or in the last 60 semester credit hours, from an accredited college or university. Applicants must possess a current, standard Texas Teacher Certificate and have a minimum of two years of experience teaching in a classroom setting. All applicants must submit a writing sample and participate in a face-to-face interview which includes an oral reading with a response portion. Each component is scored with a rubric. Out of country applicants will be required to provide translated transcripts as well as demonstrate English proficiency in listening, speaking, reading, and writing via successfully passing the TOEFL.

#### Component 3: Educator Preparation Curriculum

Six courses have been developed and are based on the standards found in 19 Texas Administrative Code (TAC) §241.15 and TAC §149.2001. ACC faculty and staff will regularly review the coursework to ensure alignment to current standards. Each semester the program coordinator, staff, and instructors will review the assessment data to check for alignment and to determine the effectiveness of the curriculum and delivery of instruction. Candidates will be required to submit an evaluation at the end of each course to provide additional feedback regarding the content and the delivery of instruction. Mastery of the standards will be determined by rigorous, aligned assessments including reflection essays, subjective exams, presentations, and performance-based assessments (e.g., development of walk-through forms, needs assessments, intervention plans, hiring and recruiting plans, analyses of case studies, on campus or video observations and written feedback, and development of a shared campus vision). Performance-based assessments will be evaluated with a rubric. Candidates must achieve 80% on assessments to demonstrate mastery.

The 160-hour practicum will be documented by a verified detailed log of the tasks and hours completed.

**Component 4: Preparation Program Coursework, Delivery & Ongoing Support**

The program will be delivered in person and is designed to be completed in two years - one year of standards-based coursework (240 clock-hours) and a second year for the required 160-hour practicum and the PASL exam. Candidates are allowed to complete internships. During the standards-based practicum, all candidates must be working on a campus, not in a virtual setting. Candidates will have a field supervisor who performs a minimum of three observations per year and submits a detailed evaluation for each observation to the ACC Field Supervisor Coordinator. The observation instrument used by the Field Supervisor employs a rubric which will be used to assess the proficiency of the candidate for each of the tasks and skills they are required to perform. Candidates will be scored with the following scale: Accomplished, Proficient, Developing, and Needs Improvement. A site supervisor who holds a current principal certification will provide consistent mentoring of the practicum tasks as well as the PASL exam. The site supervisor will submit three progress reports throughout the duration of the practicum and will conference with the field supervisor as needed.

**Component 5: Assessment & Evaluation of Candidates & Program**

Each semester, ACC Program staff will evaluate the progress of each candidate to make sure they are maintaining the required GPA and that all additional program requirements are being met. Once a candidate is working on a campus and is registered for the practicum, the candidate may begin to register for, and work on, the PASL exam. Each year, program staff will review assessment data, passing rates of state exams, and evaluation data collected from candidates, field supervisors, and site supervisors. This information will be provided to the Advisory Committee on a yearly basis. Each course contains both objective and performance-based assessments that provide evidence of candidate understanding of the material covered.

**Component 6: Professional Conduct**

All ACC staff members and candidates are required to sign a document stating that they have read, understand, and will abide by the Texas Educator Code of Ethics.

**Component 7: Complaints Process**

Austin Community College has an established complaint process which includes how to file a complaint with TEA. It is available on the website, in program handbooks and syllabi, and is posted in ACC classrooms. Individual written copies will be provided upon request.

**Component 8: Issuance of Certificates**

Candidates will complete all coursework, ACC requirements, pass the TExES 268 and PASL 368 exams. ACC will follow all rules pertaining to the issuance of intern, probationary, and standard certificates as outlined in 19 TAC Chapter 230.

**Component 9: Data Reporting**

ACC staff agree to meet all data reporting requirements no later than September 15 annually.

**Component 10: Proactive Instructional Planning**

Candidates will be prepared to support teachers in the use of a variety of proactive instructional planning strategies to ensure that all students have equitable access to needed accommodations, resources, and instructional supports. Candidates will be assessed for proficiency by a qualified Field Supervisor using a standards-based rubric.