

**Board of Educational Examiners  
Work Session on the Preliminary Administrator License Proposal**

**Thursday, March 7, 2013  
West Des Moines Public Library  
(Community Room)  
4000 Mills Civic Pkwy West Des Moines, IA 50265  
10:00 a.m. – 4:00 p.m.**

**Agenda**

- |               |  |
|---------------|--|
| 10:00 – 11:30 | Overview of Alternative Superintendent Licensure <ul style="list-style-type: none"><li>a. Current Iowa Requirements</li><li>b. Forms and rules from across the country</li><li>c. Options/Variables for the BoEE to consider</li></ul> |
| 11:30-12:00   | Lunch (Lunch Provided for Invited Participants)  |
| 12:00-12:30   | Overview of Alternative Superintendent Licensure (continued)   |
| 12:30 -1:30   | Gary Ray, Ray & Associates – National Superintendent Search Firm located in Iowa; Special Guest Speaker TBA  |
| 1:30 - 2:00   | Presentation from IASB   |
| 2:00 – 2:15   | Break  |
| 2:15 – 3:00   | Presentations from SAI and ISEA  |
| 3:00 – 4:00   | BoEE Discussion and Action Planning on Next Steps  |

**Requirements listed in red are the additions to the original proposal. Purple and blue notes are additional information.**

## **Option #1**

***This option, based on the original proposal, adds course work requirements prior to the applicant beginning the position and course work to be completed during the term of the license.***

**282—18.12(272)**

**Preliminary administrator license.**

**18.12(1) Authorization.**

The holder of this license is authorized to serve as a superintendent from the prekindergarten level through grade twelve or as an AEA chief administrator. NOTE: This license does not permit general teaching, school service, or administration at any level except that level or area for which the practitioner holds the specific endorsement(s).

**18.12(2) Term**

The term of the preliminary administrator license will be for three years.

**18.12(3) Eligibility Requirements:**

A preliminary administrator license valid for three years may be issued to an applicant who:

- a. Holds a master's degree or an advanced degree beyond a master's degree from a regionally accredited institution.
- b. Successfully passes a background check conducted in accordance with section 256.102, subsection 8 (or 282-18.1).
- c. Has at least five recent years of successful, relevant experience as a professional educator or management experience in business, industry; local, state, or federal government; or the military service of the United States of America.
- d. Has at least five recent years of executive level leadership experience, executive defined as part of the upper cabinet or leadership team in an organization.
- e. Obtains employment as a superintendent or area education agency administrator in a school district or area education agency with an instructional leader who holds teaching or administrative licensure.

**f. Completion of approved course work in school finance and school law.**

**18.12(4) Requirements to convert preliminary administrator license to the professional administrator license.**

- a. Complete a beginning mentoring and induction program with a mentor who is a superintendent or area education agency administrator, as appropriate.
- b. Complete the state approved evaluator approval training required by Iowa Code section 284.10.
- c. Successfully complete three years of experience as a superintendent or area education

agency administrator.

d. Complete approved course work in collective bargaining and negotiations.

18.12(3)f. or 18.12(4)d. Other course work options:

+Foundations of Educational Administration

+Public Records-confidentiality, employee information, student records etc

+Intro to Student Issues-bullying, discrimination, athletics, curriculum,  
calendars/schedules, attendance-locations, requirements, consequences, discipline,

+Knowledge of federal, state, and local agencies such as BOEE, IASB, SAI, DE, ISEA

+Curriculum development/Iowa Core/Common Core

## Option #2

*This option, based on the original proposal, provides an opportunity for the school district and the applicant to present information to a Board Committee regarding the leadership skills of the applicant and how this applicant can utilize these leadership skills to benefit the specific school district. Vermont has a portfolio assessment option for administrators that may be adapted for this option. This option also authorizes the Board to collaborate with SAI to provide training on educational issues for the applicant to complete during the term of the license.*

282—18.12(272)

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- d. Has at least five recent years of executive level leadership experience, executive defined as part of the upper cabinet or leadership team in an organization.
- e. Obtains employment as a superintendent or area education agency administrator in a school district or area education agency with an instructional leader who holds teaching or administrative licensure.
- f. Submit portfolio verifying competencies related to leadership standards to Board of Educational Examiners. This portfolio of work may be defended to the Board Preliminary Administrator Committee by the applicant and the school district verifying the documented need to hire this applicant and how this applicant meets the needs of the school district.

(1) Developing a shared vision of learning through articulation, implementation, and stewardship. The applicant will demonstrate how a shared vision was created for the organization where employed as an executive leader.

(2) Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth. The applicant will demonstrate how a positive culture was nurtured at the organization where employed as an executive leader.

(3) Ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment. The applicant will demonstrate efficient, effective, safe practices at the organization where employed as an executive leader.

(4) Collaborating with school staff, families, community members and boards of directors; responding to diverse community interests and needs; and mobilizing community resources. The applicant will demonstrate collaboration skills utilized in the organization where employed as an executive leader.

(5) Acting with integrity, fairness, and in an ethical manner. The applicant will demonstrate human relations skills at the organization where employed as an executive leader.

(6) Understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context. The applicant will demonstrate working with other stakeholders outside of the organization where employed as an executive leader.

Perhaps requirement “f” could waive the executive leadership requirement in “d” for educators if the educator can document leadership experience.

**18.12(4) Requirements to convert preliminary administrator license to the professional administrator license.**

- a. Complete a beginning mentoring and induction program with a mentor who is a superintendent or area education agency administrator, as appropriate.
- b. Complete the state approved evaluator approval training required by Iowa Code section 284.10.
- c. Successfully complete three years of experience as a superintendent or area education agency administrator.
- d. Complete Board approved SAI training in educational issues.

### Option #3

*This option, based on the original proposal, includes a written assessment of the applicant's leadership skills. This assessment may also be used to assess an educator's leadership skills that may waive the requirement for executive leadership experience.*

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- b. Successfully passes a background check conducted in accordance with section 256.102, subsection 8 (or 282-18.1).
- c. Has at least five recent years of successful, relevant experience as a professional educator or management experience in business, industry; local, state, or federal government; or the military service of the United States of America.
- d. Has at least five recent years of executive level leadership experience, executive defined as part of the upper cabinet or leadership team in an organization.
- e. Obtains employment as a superintendent or area education agency administrator in a school district or area education agency with an instructional leader who holds teaching or administrative licensure.
- f. Meet the cut score set by the Iowa Board of Educational Examiners for the Praxis Educational Leadership test based on the ISLLC standards in these areas: "determining educational needs, curriculum design and instructional improvement, staff development and program evaluation, school management, and individual and group leadership skills."

More information about the Praxis test can be found at: <http://www.ets.org/Media/Tests/PRAXIS/pdf/0410.pdf>

Perhaps requirement "f" may waive the requirement "d" for educators who do not meet the executive leadership requirement

There may be other testing possibilities to consider

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- b. Complete the state approved evaluator approval training required by Iowa Code section 284.10.
- c. Successfully complete three years of experience as a superintendent or area education agency administrator.
- d. Complete course work in school law and school finance.

## *Option #4*

*This option, based on the original proposal, includes meeting the competency requirements included in the current endorsement requirements through the mentoring and induction program and by completing the content requirements during the term of the license.*

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- c. Has at least five recent years of successful, relevant experience as a professional educator or management experience in business, industry; local, state, or federal government; or the military service of the United States of America.
- d. Has at least five recent years of executive level leadership experience, executive defined as part of the upper cabinet or leadership team in an organization.
- e. Obtains employment as a superintendent or area education agency administrator in a school district or area education agency with an instructional leader who holds teaching or administrative licensure.

#### **18.12(4) Requirements to convert preliminary administrator license to the professional administrator license.**

- a. Complete a beginning mentoring and induction program with a mentor who is a superintendent or area education agency administrator, as appropriate. The competencies met through the mentoring program shall include:
  - (1) Developing a shared vision of learning through articulation, implementation, and stewardship.
  - (2) Advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.
  - (3) Ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.

(4)Collaborating with school staff, families, community members and boards of directors; responding to diverse community interests and needs; and mobilizing community resources.

(5)Acting with integrity, fairness, and in an ethical manner.

(6)Understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.

b. Complete the state approved evaluator approval training required by Iowa Code section 284.10.

c. Successfully complete three years of experience as a superintendent or area education agency administrator.

d. Complete the following course work: (current minimum requirements)

(1)Models, theories, and practices that provide the basis for leading educational systems toward improving student performance.

(2)Federal, state and local fiscal policies related to education.

(3)Human resources management, including recruitment, personnel assistance and development, evaluation and negotiations.

(4)Current legal issues in general and special education.

(5)Noninstructional support services management including but not limited to transportation, nutrition and facilities.