

**3 (PAC)
June 16, 2017**

TO: Program Approval Committee

SUBMITTED BY: Linda McSweeney, ROPA Consultant

ITEM FOR ACTION: **Request for change in the Castleton University Institute for School Leaders principal endorsement**

RECOMMENDED ACTION:

That the Vermont Standards Board for Professional Educators votes to accept the request from Castleton University to make a change to their Castleton Institute for School Leaders principal endorsement program in order to develop school leaders in rural school districts in Vermont.

MOTION:

I, _____, move that the VSBPE accept and approve the request for a change in the Castleton University principal endorsement as outlined by Ric Reardon in the attached letter.

BACKGROUND INFORMATION:

The attached letter submitted by Ric Reardon of Castleton University outlines a change in the delivery model for their principal endorsement in the Castleton Institute for School Leaders in order to assist rural Vermont school districts to develop their school leaders locally.

STAFF AVAILABLE: Linda McSweeney, ROPA Consultant



Castleton University

May 10, 2017

To: Vermont Standards Board for Professional Educators
Program Approval Committee
From: Ric Reardon, Ph.D.
RE: ROPA Approval Follow-up

Program Approval Committee:

As you may recall, I met with the Program Approval Committee last month to discuss our principal licensure program that is a part of the **Castleton Institute for School Leaders**. The endorsement program, for those candidates who have already earned Master's degrees and at have least 3 years of teaching experience (page 6 of Rule 5440 – Licensing Endorsements Supplement A), consists of 7 courses (19 credits) specifically designed to address all of the content/topic areas of the principal endorsement (#91) and to demonstrate competence in the *Core Leadership Standards for Vermont Educators*. The courses were approved by ROPA as a part of our Master's degree in Educational Leadership. The students were also setting up their 300-hour internship work with a licensed Vermont administrator in their districts and supervisory unions. Castleton provided students with suggestions for administrative activities that could be done, options for finding time to complete those hours, a reminder that at least 60 hours needed to be completed in a different educational environment, and a sample letter they could craft that documented their 300 hours of work.

When I met with the Program Approval Committee on May 2, 2017 to make sure this arrangement was sufficient for endorsement-only candidates, the committee had concerns that the internship was not overseen and facilitated in an organized and structured way by Castleton faculty. The 2 options given during that committee meeting were to allow the cohort to complete their internship without credited Castleton oversight and use the Transcript Review process to request the endorsement (and take the SLLA) or to build an additional credited internship component into the program so that the work happening in those internships was closely monitored, supported, and verified. We have chosen to do the latter.

We propose an internship support model where we will meet, face-to-face, in the Northeast Kingdom (likely Caledonia North) and in the Rutland area in early September, 2017 with all of the students in the endorsement program and their administrator mentors and share resources and set the stage for the internship work they will be doing throughout the next year+. At that time, 4 major reflective assignments will be introduced (two completed in the fall of 2017 and two in the spring of 2018). Each assignment will include:

- A summary of activities to date and an update on progress made since the last reflection was written.
- A reflection on personal growth as a developing school leader
- A link to the reflections and Vermont's Core Leadership Standards (or new standards if that happens within the VSBPE).

Students will address different standards in each of the four reflective assignments, commenting on the Core Leadership Standards or other appropriate standards they have most successfully addressed and the ones that still need further attention. Students will keep a dated log of their activities with a phrase that describes those activities and the time devoted to those tasks. This will allow Castleton faculty to better monitor the work happening in the internships and to feel more confident about a recommendation for principal licensure once their programs have been completed.

Note: because the additional cost associated with a 3-credit internship course would have been added to what was originally proposed to this particular cohort, we have agreed to offer this internship support to the current cohort at no cost and we will absorb the instructor and ancillary costs associated with it.

Professionally,

Ric Reardon, Ph.D.