

Item 22:**Approval of Agreed Order for Texas A&M University –
Texarkana Educator Preparation Program****DISCUSSION AND ACTION**

SUMMARY: This item provides the State Board for Educator Certification (SBEC) the opportunity to approve an agreed order for Texas A&M University – Texarkana (TAMUTx) educator preparation program (EPP) to continue to operate with conditions.

STATUTORY AUTHORITY: The continuing approval of EPPs is authorized by the Texas Education Code (TEC), §§21.0443, 21.041, 21.0452, and 21.061, closure of EPPs is authorized by TEC §21.0451, and the informal disposition of contested cases is authorized by the Texas Government Code (TGC) §2001.056.

EFFECTIVE DATE: Upon Board approval.

BACKGROUND INFORMATION AND JUSTIFICATION: TEC §21.0443 authorizes the SBEC to adopt rules providing for EPP approval and renewal of approval. TEC §21.061 states the SBEC is to carry out a process for reviewing and, as necessary, updating standards and requirements for EPPs. The TEC, §21.0451 and 19 Texas Administrative Code (TAC) §229.6(b) state in part that if the Texas Education Agency (TEA) staff finds that an EPP has failed to comply with SBEC rules and/or the TEC, Chapter 21, and the EPP does not obtain compliance within the timelines established by TEA staff, the TEA staff shall recommend that the SBEC sanction the EPP. The TEA staff may recommend that the SBEC action include public reprimand, revocation of program approval, or the imposition of conditions upon continuing program approval. TGC §2001.056 allows informal disposition of a contested case by stipulation, agreed settlement, consent order, or default.

TEA staff conducted the five-year continuing approval review of TAMUTx on January 11, 2021. As a result of the review, TEA staff gave TAMUTx a set of required next steps to address deficiencies that TEA staff identified in the course of the review, which were due on or before July 25, 2021. TAMUTx submitted next steps documentation to TEA staff to review by the deadline. After review of the next steps documentation, TEA staff found that TAMUTx had not successfully addressed some of the identified deficiencies, including practicum and field supervision requirements that were not based on educator standards for the Principal, Superintendent, School Counselor, and Reading Specialist certificate classes. A summary of the deficiencies can be found in Exhibit A included in Attachment II.

On October 13, 2021, TEA gave TAMUTx formal written notice in accordance with 19 TAC §229.6(c) that its proposed recommendation to the SBEC was revocation of TAMUTx's approval to recommend candidates for educator certification in the Principal, Superintendent, School Counselor, and Reading Specialist certificate classes.

On November 8, 2021, TAMUTx elected to enter into an agreed order imposing conditions on the continuing approval of TAMUTx in accordance with 19 TAC §229.6(b) in lieu of proceeding to a hearing before the State Office of Administrative Hearings and subject to approval by SBEC.

An agreed order was drafted that included the following conditions for continuing approval to operate:

- On or before March 1, 2022, TAMUTx will submit corrections for all identified deficiencies in the review report related to the Principal, School Counselor, Reading Specialist, and Superintendent classes.
- TEA staff will review and approve all submitted corrections. Any certificate class for which TAMUTx does not receive TEA approval of corrected deficiencies will be revoked on August 31, 2022 without further review, hearing, or opportunity for appeal.

The agreed order, signed by TAMUTx's Legal Authority, is included in Attachment II.

PUBLIC AND STUDENT BENEFIT: The public and student benefit anticipated as a result of the agreed order will be to ensure qualified educator preparation programs and educators in Texas.

ASSOCIATE COMMISSIONER'S RECOMMENDATION:

Approve the agreed order for Texas A&M University - Texarkana educator preparation program as presented.

Staff Members Responsible:

Jessica McLoughlin, Director, Educator Standards, Testing, and Preparation
Laura Moriaty, Director, SBEC Enforcement

Attachments:

- I. Statutory Citations
- II. Agreed Order TAMUTx EPP with Exhibit A

ATTACHMENT I**Statutory Citations Relating to an Agreed Order for Texas A&M University – Texarkana
Educator Preparation Program****Texas Education Code, §21.041, Rules: Fees**

- (d) The board may propose a rule adopting a fee for the approval or renewal of approval of renewal of an educator preparation program, or for the addition of a certificate or field of certificate to the scope of a program's approval. A fee imposed under this sub-section may not exceed the amount necessary, as determined by the board, to provide for the administrative cost of approving, renewing the approval of, and appropriately ensuring the accountability of educator preparation programs under this subchapter.

Texas Education Code, §21.0443, Educator Preparation Program Approval and Renewal

- (a) The board shall propose rules to establish standards to govern the approval or renewal of approval of:
- (1) educator preparation programs; and
 - (2) certification fields authorized to be offered by an educator preparation program.
- (b) To be eligible for approval or renewal of approval, an educator preparation program must adequately prepare candidates for educator certification and meet the standards and requirements of the board.
- (c) The board shall require that each educator preparation program be reviewed for renewal of approval at least every five years. The board shall adopt an evaluation process to be used in reviewing an educator preparation program for renewal of approval.

Texas Education Code, §21.0451, Sanctions Under Accountability System for Educator Preparation Programs:

- (a) The board shall propose rules necessary for the sanction of educator preparation programs that do not meet accountability standards or comply with state law or rules and shall at least annually review the accreditation status of each educator preparation program. The rules:
- (1) shall provide for the assignment of the following accreditation statuses:
 - (A) not rated;
 - (B) accredited;
 - (C) accredited—warned;
 - (D) accredited—probation; and
 - (E) not accredited—revoked;
 - (2) may provide for the agency to take any necessary action, including one or more of the following actions:

- (A) requiring the program to obtain technical assistance approved by the agency or board;
 - (B) requiring the program to obtain professional services under contract with another person;
 - (C) appointing a monitor to participate in and report to the board on the activities of the program; and
 - (D) if a program has been rated as accredited—probation under the Accountability System for Educator Preparation for a period of at least one year, revoking the approval of the program and ordering the program to be closed, provided that the board or agency has provided the opportunity for a contested case hearing;
- (3) shall provide for the agency to revoke the approval of the program and order the program to be closed if the program has been rated as accredited—probation under the Accountability System for Educator Preparation for three consecutive years, provided that the board or agency has provided the opportunity for a contested case hearing; and
- (4) shall provide the board procedure for changing the accreditation status of a program that:
- (A) does not meet the accreditation standards established under Section 21.045(a); or
 - (B) violates a board or agency regulation.
- (b) Any action authorized or required to be taken against an educator preparation program under Subsection (a) may also be taken with regard to a particular field of certification authorized to be offered by an educator preparation program.
- (c) A revocation must be effective for a period of at least two years. After two years, the program may seek renewed approval to prepare educators for state certification.
- (d) The costs of technical assistance required under Subsection (a)(2)(A) or the costs associated with the appointment of a monitor under Subsection (a)(2)(C) shall be paid by the educator preparation program.

Texas Education Code, §21.0452, Consumer Information Regarding Educator Preparation Programs (excerpt):

- (b) The board shall make available at least the following information regarding each educator preparation program:
- (1) the information specified in Sections 21.045(a) and (b);
- (e) The board may develop procedures under which each educator preparation program receives a designation or ranking based on the information required to be made available under Subsection (b). If the board develops procedures under this subsection, the designation or ranking received by each program must be included in the information made available under this section.

Texas Education Code, §21.061, Review and Updating of Educator Preparation Programs:

The board shall, after consulting with appropriate higher education faculty and public-school teachers and administrators and soliciting advice from other interested persons with relevant knowledge and experience, develop and carry out a process for reviewing and, as necessary, updating standards and requirements for educator preparation programs.

Texas Government Code, §2001.056, Informal Disposition of Contested Case:

Unless precluded by law, an informal disposition may be made of a contested case by:

- (1) stipulation;
- (2) agreed settlement;
- (3) consent order; or
- (4) default.

ATTACHMENT II

IN THE MATTER	§	BEFORE THE STATE BOARD
	§	
OF	§	FOR
TEXAS A&M UNIVERSITY-	§	EDUCATOR CERTIFICATION
TEXARKANA EDUCATOR	§	
PREPARATION PROGRAM	§	

AGREED FINAL ORDER

On the 10th day of December 2021, the State Board for Educator Certification (“Board” or “SBEC”) considered the matter of the continuing approval of the Texas A&M University-Texarkana Educator Preparation Program (“TAMUTx”) to prepare and certify candidates in the Principal, Superintendent, School Counselor, and Reading Specialist classes.

This Agreed Order is executed pursuant to the authority of the Administrative Procedure Act, Tex. Gov't. Code §2001.056, which authorizes the informal disposition of contested cases. In a desire to conclude this matter without further delay and expense, the Board and Respondent agree to resolve this matter by this Agreed Final Order.

The Board makes the following Findings of Fact and Conclusions of Law:

FINDINGS OF FACT

1. On January 11, 2021, the Texas Education Agency ("TEA") staff conducted a five-year continuing approval review of TAMUTx.
2. The review report listed numerous deficiencies that TEA staff identified in the course of the continuing approval review and set out requirements for TAMUTx to meet in order to address those deficiencies on or before July 25, 2021. To date, TAMUTx has not successfully addressed some of the deficiencies that TEA staff identified, including practicum and field supervision requirements that are not based on educator standards for the Principal, Superintendent, School Counselor, and Reading Specialist certificate classes. A summary of the deficiencies and the required evidence that TAMUTx must submit to prove that it has corrected the deficiencies is attached hereto as Exhibit A and incorporated by reference as if set out in full herein

3. On October 13, 2021, TEA staff provided notice to TAMUTx that its proposed recommendation to the SBEC was revocation of approval to prepare and recommend candidates for certification in the Principal, Superintendent, School Counselor, and Reading Specialist certificate classes.
4. On November 8, 2021, TAMUTx and the TEA agreed to enter into an agreed order imposing conditions on the continuing approval of the TAMUTx Principal, Superintendent, School Counselor, and Reading Specialist certificate classes.
5. The Parties agree that on or before March 1, 2022, TAMUTx must correct all identified deficiencies and submit all required documentary evidence as set out in Exhibit A to TEA staff for approval. The Parties agree that any certificate class for which TEA staff has not received all required documentary evidence as set out in Exhibit A by March 1, 2022 will be revoked effective August 31, 2022, without further review, hearing, or opportunity for appeal. The Parties agree that TEA staff will inform TAMUTx of whether the submitted documentary evidence is approved by April 1, 2022.
6. The Parties agree that any deficiency in Exhibit A that is not corrected by TAMUTx and approved by TEA staff will result in revocation of the EPP's continuing approval to prepare and recommend candidates for certification in the Principal, Superintendent, School Counselor, or Reading Specialist certification class, as applicable, to be effective on August 31, 2022, without further review, hearing, or opportunity for appeal.
7. The Parties agree that if TAMUTx's continuing approval to recommend candidates in the Principal, Superintendent, School Counselor, or Reading Specialist classes is revoked, TAMUTx will comply with the requirements of 19 Texas Administrative Code §228.15(a) with regard to the affected candidates by August 31, 2022.

CONCLUSIONS OF LAW

1. TAMUTx is subject to the jurisdiction of the SBEC and is required to comply with 19 Texas Administrative Code, Chapters 227, 228, 229, 230, 231, 234, 241, and 247 and Texas Education Code §§21.044, 21.0441, 21.0443, 21.045, 21.0451, 21.0452, 21.0454, 21.0455, 21.046, 21.048, and 21.049.
2. The Board is authorized, pursuant to 19 Texas Administrative Code Chapter 229 and Texas Education Code §21.0443 to revoke or refuse to renew its approval of an educator preparation program, and to put conditions on the continuing approval of a program.
3. The SBEC and TAMUTx agree to the actions set forth herein in lieu of formal revocation proceedings.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED THAT:

1. On or before March 1, 2022, TAMUTx must correct all deficiencies identified in Exhibit A and submit all required documentary evidence as set out in Exhibit A to TEA staff for approval. Any certificate class for which TEA staff has not received all required documentary evidence as set out in Exhibit A by March 1, 2022 will be revoked effective August 31, 2022, without further review, hearing, or opportunity for appeal. Any deficiency not corrected by TAMUTx and approved by TEA staff will result in revocation of the TAMUTx's approval to prepare and recommend candidates for certification in the Principal, Superintendent, School Counselor, or Reading Specialist certification classes, as applicable, on August 31, 2022, without further review, hearing, or opportunity for appeal.
2. If approval for TAMUTx to prepare and recommend candidates for certification is revoked for the Principal, Superintendent, School Counselor, or Reading Specialist certification classes, TAMUTx must comply with the requirements of 19 Texas Administrative Code §228.15(a) with regard to the affected candidates by August 31, 2022.
3. TAMUTx waives its rights to a contested case hearing before the State Office of Administrative Hearings for the revocation of its authority to recommend candidates for certification, waives any right to seek removal or modification of the revocation of its authority to prepare and recommend candidates for certification, any right to seek removal or modification of the terms of this order, and any right to seek judicial review of this order.

SIGNED this 8th day of November, 2021

Del Doughty

Digitally signed by Del Doughty
DN: cn=Del Doughty, o=Texas A&M University
- Texarkana, ou=College of Arts, Sciences, and
Education, email=ddoughty@tamut.edu, c=US
Date: 2021.11.08 14:36:09 -06'00'

Dr. Del Doughty, Dean, Legal Authority

On behalf of the State Board for Educator Certification: SIGNED this _____ day of
_____, 2021

Dr. John Kelly, Chair
State Board for Educator Certification

Exhibit A
Summary of Deficiencies and
Required Evidence

Discrepancy	Action Item-Agreed	Requested/Expected Deliverable	Delivered Item	Agreed Orders Delivered Item
Governance 19 TAC §228.10				
No Issues Identified				
Admission 19 TAC Chapter 227				
<p>Requirement 19 TAC §227.1(c)(3) Notifications: EPP and Program Information</p> <p>EPPs shall inform all <u>applicants</u>, in writing, of the following:</p> <p>(3) in accordance with TEC, §21.044(g): (A) the <u>effect of supply and demand forces</u> on the educator workforce in this state; and (B) the <u>performance over time of the EPP</u> for the past <u>five years</u>.</p>	<p>Review Finding:</p> <p>Information about the effect of supply and demand forces on the educator workforce in Texas and information about the performance of the EPP over five (5) years was posted for the Teacher programs. It was noted that the posted information about performance over time only reflected test pass rates and did not reflect Accreditation status or any other indicator of EPP performance. The required information was not posted for</p>	<p>Submit evidence to TEA that deficiencies in these areas have been corrected.</p>	<p>School Counselor:</p> <p>A review of the website revealed the required information was posted clearly on one page for the undergraduate Teacher program. Each graduate program page then had a clear link to the information: <i>“For more information regarding our Educator Preparation Program, please CLICK HERE.”</i> The School Counselor program page did not contain this link so there is no transparent access to the required notifications for applicants to the School</p>	<p>School Counselor:</p> <p>The required information will be transparently posted. TEA staff will review the EPP website to verify the required information is accessible to individuals who access the School Counselor webpage. Information may be posted on that page or may be linked from another page.</p>

	<p>the non-teacher programs</p> <p>Action Needed: The EPP must post current information regarding the effect of supply and demand forces on the educator workforce in Texas and information about the performance of the EPP over five years on the website where applicants and candidates seeking certification in all classes may access the information.</p>		<p>Counselor program.</p>	
<p>Requirement [19 TAC §227.10(a)(5)] Admission Requirements: Requirements Deficiency</p> <p>For an applicant who will be seeking an initial certificate in a class other than classroom teacher, the applicant shall meet the minimum</p>	<p>Review Finding (Reading Specialist): There was evidence that a candidate was admitted into the program without the required years of classroom teaching experience, but no deficiency letter was provided to the candidate as required.</p>	<p>Reading Specialist: Submit evidence for one (1) recently admitted candidate; or</p> <p>Provide TEA a copy of a letter template to be used and identify the staff member responsible for reviewing applicant documents and issuing the letter</p>	<p>Reading Specialist: A copy of a letter was provided for one applicant; however, the letter denied admission to the applicant because he/she did not meet the minimum GPA requirement for admission. This was not accepted as a deficiency letter which is</p>	<p>Reading Specialist: TEA will review records for up to 10 recently admitted Reading Specialist candidates to verify those with standard certificate issuance deficiencies were provided deficiency letters.</p>

<p>requirements for admission described in 19 TAC Chapter 239 (relating to Student Services Certificates); Chapter 241 (relating to Principal Certificate); and Chapter 242 (relating to Superintendent Certificate). If an applicant has not met the minimum certification, degree, and/or experience requirement(s) for issuance of a standard certificate prior to admission, <u>the EPP shall inform the applicant in writing of any deficiency prior to admission.</u></p>	<p>Action Needed (Reading Specialist): The Reading Specialist program must implement a process to issue deficiency letters to applicants that do not meet the certificate issuance requirements at admission.</p>	<p>when needed. Identify the date the process will be implemented.</p>	<p>intended to notify the candidate of deficiencies in certificate issuance requirements and not deficiencies in admission requirements.</p>	<p>If no candidates were recently admitted with deficiencies, then the EPP must submit to TEA a template of a deficiency letter that will be used when needed and a written description of how records will be reviewed, and a determination of deficiency made. Additionally, the Legal Authority must sign an attestation of intended implementation.</p>
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Curriculum 19 TAC §228.30

Action Items Completed as Required

Coursework and Delivery 19 TAC §228.35

<p>Requirement 19 TAC §228.35(f)Campus Supervision: Mentor, Cooperating Teacher, or Site Supervisors Assigned</p>	<p>Review Finding (Principal): There was no evidence that candidates were assigned a qualified and trained site supervisor during the</p>	<p>Principal: Submit documentation for one candidate; or Submit a written description of the updated process with</p>	<p>Principal: A slide deck used for training site supervisors was provided along with a site supervisor mentoring agreement; however, there</p>	<p>Principal: The EPP will establish a process to collect and retain evidence of qualifications of site supervisors assigned to Principal</p>
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<p>... an EPP shall collaborate with the campus or district administrator to <u>assign each candidate a... site supervisor during the candidate's practicum...</u></p> <p>19 TAC §228.2(33) Campus Supervision: Qualifications of Cooperating Teachers, Mentors, Site Supervisors</p> <p>(33) Site supervisor--For a practicum candidate, an educator who has <u>at least three years of experience</u> in the aspect(s) of the certification class being pursued by the candidate; who is collaboratively assigned by the campus or district administrator and the educator preparation program (EPP); who is <u>currently</u></p>	<p>practicum as required in 19 TAC §228.35(f) and §228.2(33).</p> <p>Action Needed (Principal): Provide evidence that candidates are assigned a qualified, trained site supervisor during the practicum.</p> <p>Review Finding (Reading Specialist): Due to the lack of documentation regarding site supervisors, qualifications and training of those individuals could not be verified.</p> <p>Action Needed (Reading Specialist): Implement a process to consistently capture and retain evidence of the qualifications and training of site supervisors</p>	<p>related documentation, including training materials. Identify the implementation date and the EPP staff that will be responsible for implementation.</p> <p>Reading Specialist: Submit to TEA the related documents for one candidate; or submit a written description of the updated process with any related documents, including training modules that will be implemented. Identify the implementation date and the EPP staff responsible for implementation.</p>	<p>was no evidence that the EPP has updated the process to collect evidence the site supervisors meet the qualification requirements.</p> <p>Reading Specialist: While evidence of some corrective action was submitted, there was no evidence that the EPP will capture the qualification requirement of the impact of the site supervisor on student learning. Additionally, the site supervisor training for this class had not been developed. In the responsive documents submitted to the TEA, EPP staff Identified the site supervisor</p>	<p>candidates during the practicum.</p> <p>TEA will review the evidence retained in the records for up to 10 candidates who are completing a practicum to verify the site supervisors assigned to the candidates met qualification requirements.</p> <p>Reading Specialist: The EPP will establish a process to collect and retain evidence of qualifications of site supervisors assigned to Reading Specialist candidates during the practicum.</p> <p>TEA will review the evidence retained in the records for up to 10 candidates who are completing a practicum to verify the site supervisor</p>
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<p><u>certified</u> in the certification class in which the practicum candidate is seeking certification; ...who is <u>an accomplished educator as shown by student learning</u>;</p> <p>...</p> <p>19 TAC §228.35(f) Campus Supervision: Training Mentors, Cooperating Teachers, and Site Supervisors</p> <p>...The EPP is responsible for providing site supervisor <u>training</u> that relies on scientifically-based research, but the program may allow the training to be provided by a school, district, or regional education service center if properly documented.</p>	<p>assigned to support candidates completing practicum assignments.</p>		<p>training as “under development” with no indication of implementation date.</p>	<p>assigned to the candidates met qualification requirements.</p> <p>Additionally, the program must submit the site supervisor training materials along with evidence for the 10 candidates that shows their site supervisors attended training.</p>
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<p>19 TAC §228.2(33) Campus Supervision: Training Mentors, Cooperating Teachers, and Site Supervisors</p> <p>Site supervisor ...who has completed <u>training</u> by the EPP, including training in how to coach and mentor candidates within three weeks of being assigned to a practicum candidate...</p>				
<p>Requirement 19 TAC §228.35(e)(8) and §228.35(h) Field Supervision: Formal Observations-Duration & Format</p> <p>(e)(8) For certification in a class other than classroom teacher, each EPP shall provide a practicum for a</p>	<p>Review Finding (Principal): Evidence the Principal program met field supervision requirements was limited. Spreadsheets with dates and durations of observations provided evidence that field supervisors observe candidates during the practicum and</p>	<p>Principal: Submit evidence for one candidate; or submit a written description of the updated process, including related documents. Include the implementation date and the EPP staff responsible for implementation.</p>	<p>Principal: Evidence of all requested updates was provided; however, the observation instrument submitted for one candidate was not based on the educator standards so proficiency in those standards could not be identified.</p>	<p>Principal: The EPP must update the observation instrument used by Principal program field supervisors to observe candidates during the practicum so that the instrument reflects the educator standards for the Principal certificate identified in 19</p>

<p>minimum of 160 clock-hours whereby a candidate must <u>demonstrate proficiency in each of the educator standards</u> for the certificate class being sought.</p> <p>(h) Ongoing educator preparation program support for certification in a certification class other than classroom teacher. Supervision of each candidate shall be conducted with the structured guidance and regular ongoing support of an experienced educator who has been trained as a field supervisor...For each formal observation, the field supervisor shall participate in an individualized pre-observation conference with the candidate; document educational</p>	<p>identified a level of proficiency demonstrated by the candidate on a scale of 1-5, but there were no completed observation instruments to reflect proficiency in the standards or that reflected educational practices observed as required in 19 TAC §228.35(e)(8). Additionally, there was no evidence of other required field supervisor activities such as initial contact with candidates, pre- and post-conferences with candidates, or collaboration with site supervisors as required in 19 TAC §228.35(h).</p> <p>Action Needed (Principal): Update the field supervision process, including implementation of an</p>			<p>TAC Chapter 241.</p> <p>To verify implementation, TEA will review the completed observation forms for formal observations completed by field supervisors during for up to 10 Principal candidates who are completing a practicum.</p>
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<p>practices observed; provide written feedback through an individualized, synchronous, and interactive post-observation conference with the candidate; and provide a copy of the written feedback to the candidate's site supervisor.</p> <p>(1) An EPP must provide a minimum of one formal <u>observation</u> within the first third of the practicum, one formal observation within the second third of the practicum, and one formal observation within the final third of the practicum.</p> <p>(2) The three required formal observations must be at least 135 minutes in duration in total throughout the practicum and must be</p>	<p>observation instrument so that field supervisors provide supervision according to TAC requirements. The updated requirements must include capturing evidence that field supervisors... capture educational practices observed and candidate demonstration of proficiency during the formal observation...</p> <p>Review Finding Superintendent There was a limited amount of documentation detailing observations conducted by the field supervisor. Spreadsheets with dates and durations of observations provided evidence that field supervisors observe</p>	<p>Superintendent Submit the updated observation instrument and any other documents used to collect evidence the field supervision requirements have been met.</p> <p>The program may submit documents completed for one candidate; or</p>	<p>Superintendent Evidence of all requested updates was provided; however, the observation instrument reflected a rubric that is not based on standards. The rubric reflected 3 domains instead of the knowledge and skills indicators in the 8</p>	<p>Superintendent The EPP must update the observation instrument used by Superintendent program field supervisors to observe candidates during the practicum so that the instrument reflects the educator standards for the Superintendent</p>
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<p>conducted by the field supervisor.</p>	<p>candidates during the practicum and identified a level of proficiency demonstrated by the candidate on a scale of 1-5. There were no completed observation documents available to verify candidates were evaluated based on standards, that the field supervisor captured educational practices observed, held pre- and post-conferences with the candidate around each observation, and shared observation documentation with the candidate's site supervisor as required in 19 TAC §228.35(h).</p> <p>Action Needed (Superintendent): Update the field supervision process to capture evidence</p>	<p>Submit a written description of the updated process with the documents, including the implementation date and program staff responsible for the implementation</p>	<p>Superintendent standards.</p>	<p>certificate identified in 19 TAC Chapter 242.</p> <p>To verify implementation, TEA will review completed observation forms for formal observations conducted by field supervisors for up to 10 Superintendent candidates who are completing a practicum.</p>
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	<p>that field supervisors... capture educational practices observed and the candidates' demonstration of proficiency...</p> <p>Review Finding (School Counselor): The number of practicum hours completed and whether, or not, those hours were standards-based could not be determined because there were no practicum logs submitted for review.</p> <p>There was no additional evidence such as completed observation instruments or signed field supervisor logs in the documents submitted for review that indicates field supervisors capture... educational practices and the demonstration of</p>	<p>School Counselor: Provide TEA a copy of the practicum log that will capture standards-based hours completed by candidates or other document that will be used by the program as evidence of requirements completed.</p> <p>Submit a copy of the observation instrument and any additional documents that will be used by field supervisors to evaluate candidate performance in the practicum and document ongoing coaching and support.</p>	<p>School Counselor: A practicum log was provided; however, the log was based on CACREP standards and not Texas School Counselor standards as required.</p> <p>An observation instrument was provided; however, the observation rubric measured proficiency in CACREP standards and not Texas School Counselor standards as required.</p>	<p>School Counselor: The program must update the practicum process to be based on the Texas School Counselor standards in 19 TAC Chapter 239.</p> <p>Implementation of a standards-based practicum will be verified by TEA by reviewing the practicum logs for 10 candidates who are completing a practicum.</p> <p>The EPP must update the observation instrument used by School Counselor program field supervisors to observe candidates</p>
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	<p>proficiency observed.</p> <p>Action Needed (School Counselor): Implement a process to collect evidence that each candidate completes a standards-based practicum that is, at minimum, 160 clock-hours as required in 19 TAC §228.35(e)(8).</p> <p>Update the field supervision process and any related documents so that field supervisors provide the ongoing coaching and support required. Documentation must capture field supervisor first contact with candidates, pre- and post-conferences held with each candidate, and educational practices and candidate demonstration of</p>			<p>during the practicum so that the instrument reflects the educator standards for the School Counselor certificate.</p> <p>To verify implementation, TEA will review completed observation forms for observations conducted by field supervisors for up to 10 candidates who are completing a School Counselor practicum.</p>
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	<p>proficiency observed</p> <p>Review Finding (Reading Specialist): There were no practicum logs, completed observation documents, or field supervisor logs provided as evidence the program met the practicum requirements. A sample “observation form” for non-teacher programs was submitted as part of the review documents. The form was in spreadsheet format and designed to collect relevant information to be reported about the observation such as date and duration but there was no standards-based observation instrument found in any of the records.</p>	<p>Reading Specialist: Provide TEA a copy of the practicum log that will capture standards-based hours completed by candidates and a copy of the observation instrument that will be used by field supervisors to evaluate candidate performance in the practicum. Submit any additional documents that will be used in the updated process. Additionally, submit a written description of the updated process requirements and the implementation date and staff responsible for implementation.</p>	<p>Reading Specialist: Standards were missing from practicum log and from the observation instrument. The practicum should be based on all standards and not just the indicators in standard 4.</p>	<p>Reading Specialist: The EPP must update the observation instrument used by Reading Specialist program field supervisors to observe candidates during the practicum so that the instrument reflects the approved educator standards for the Reading Specialist certificate.</p> <p>To verify implementation, TEA will review completed observation forms for observations conducted by field supervisors for up to 10 candidates who are completing a Reading Specialist practicum.</p>
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	<p>Action Needed (Reading Specialist): Update or implement a process to collect evidence that each candidate completes a standards-based practicum per 19 TAC §228.35(e)(8) and each is supervised per requirements in 19 TAC §228.35(h) and §228.35(f).</p>			
<p>Assessment and Evaluation of Candidates for Certification and Program Improvement 19 TAC §228.40</p>				
<p>Action Items Completed as Required</p>				
<p>Professional Conduct 19 TAC §228.50</p>				
<p>Action Items Completed as Required</p>				
<p>Complaints Procedures 19 TAC §228.70</p>				
<p>Requirement 19 TAC §228.70(b)(2) Complaints Process: Posted</p> <p>(2) The EPP shall <u>post on its website a link to the TEA complaints website and information regarding how to file a complaint under the EPP's complaint policy;</u> and</p>	<p>Review Finding: The published EPP complaints process was found either on the website or in a candidate handbook for each of the programs; however, not all of the policies that were published had been linked to the TEA complaints</p>	<p>Submit evidence to TEA that deficiencies in these areas have been corrected</p>	<p>School Counselor: The Complaint Policy with a link to the TEA complaints page was clearly posted along with several other required notifications on one page for the undergraduate program. Each graduate program page then had a clear link to the information:</p>	<p>School Counselor: TEA staff will review the EPP website to verify the link to the TEA complaints process has been added so that it is accessible to individuals who access the School Counselor webpage.</p>

	<p>process as required.</p> <p>Action Needed: The EPP must ensure the published complaints policy for each program is linked to the TEA complaints process.</p>		<p><i>“For more information regarding our Educator Preparation Program, please CLICK HERE.”</i> The School Counselor program page did not contain this link so there is no transparent access to the required information for applicants and other non-candidates with concerns about the School Counselor program.</p>	
<p>Certification Procedures 19 TAC Chapter 230</p>				
<p>No Action Required</p>				
<p>Required Submissions of Information, Surveys, and Other Data 19 TAC §229.3</p>				
<p>No Action Required</p>				