

CISC Leadership Sub-Committee

Chair: Judy Flores, Shasta COE

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Administrative Training Program Fact Sheet – CISC Leadership Committee

Background and Current Policy Questions

The Commission on Teacher Credentialing (CTC) is charged with ensuring integrity and high quality preparation, conduct and professional growth of the California educators. To that end, CTC convenes advisory panels, reviews and revises program standards for credential programs, and if needed, transitions to new program standards. In January 2010, the Administrative Services Credential Advisory Panel was established to review the content, structure and requirements for administrator preparation. Their recommendations to CTC were finalized in December 2011 and will help guide the future actions of the Commission for administrator preparation.

At the January 2012 CTC meeting, agenda item 3D included a discussion of the design and characteristics of potential future inductions programs for school administrators. A key change from current administrative preparation to future recommendations is to bring back a stronger focus on induction and the importance of providing all new administrators support and assistance during their initial employment in an administrative position. Included in this agenda item and with this summary is a chart, titled *Figure 1. Learning to Lead*, which provides an overview of the

emerging direction for administrative preparation and is useful in describing elements of the current system and considerations for program changes beyond 2014. At this time, state resources are not available to fully implement an induction model of administrative preparation but the full agenda item may be helpful in answering questions of county office staff and local administrators. The full document is accessible at <http://www.ctc.ca.gov/commission/agendas/2012-01/2012-01-agenda.html>.

Summary from CTC Coded Correspondence July 6, 2011: Number 11-10

There are several options to earn a clear credential for California and out-of-state prepared administrators. Assembly Bill 75 (Chap. 697, Stats. 2001) established the Principal Training Program. In 2006, the program was reauthorized as the Administrator's Training Program in Assembly Bill 430. As a result of this legislation, one option for earning a Clear Administrative Services Credential is completion of Modules 1, 2 and 3 of a State Board of Education-approved Administrator Training Program (ATP) provided by many county offices of education.

The education code authorizing the AB 430 Modules as an option for clearing an administrative credential sunsets in 2012 and 2013. To give individuals impacted by this change sufficient time to meet the requirements and obtain the ATP Certificate of Completion, transition dates have been set with a final issuance date

of April 1, 2014 for the Clear Administrative Services Credential using the ATP option.

With the sunset of the ATP, the Commission is providing information for ATP providers to transition to a Commission-approved Tier II/Clear Administrative Services Program.

Participants who wish to use the ATP to earn the Clear Administrative Services Credential must complete the program by June 30, 2013. The online survey, required by CDE, must be completed no later than September 1, 2013. This includes the printing of all Certificates of Completion (which require a superintendent's signature prior to submission to the Commission) as the CDE Management System for Administrator Training becomes inoperative on September 2, 2013. See the Contact Information section for CDE staff who may respond to questions about the ATP.

Timeline for Current Administrators in AB 430 Programs

June 30, 2013 - ATP must be completed
September 1, 2013 – Last date that ATP providers may print Certificates of Completion

April 1, 2014 – Last issuance date for an application for a Tier II/Clear Administrative

Services Credential using the ATP option

April 1, 2014 – Last day applications MUST BE received at the Commission (receipt date); **applications for the Administrative Services Credential using the ATP WILL NOT** be accepted after this date regardless of filing date.

Questions concerning the Administrative Services Credential Requirements and Application Process:

Commission's Information Services Unit by telephone at 1-888-921-2682, Monday through Friday from 12:00 pm to 4:45 pm or by email at credentials@ctc.ca.gov.

Questions concerning Administrator Training Programs:

Program issues - Judy Sinclair, California Department of Education Title II Leadership Office, by telephone at 916-323-5846 or by email at jsinclair@cde.ca.gov.

Options for Completing an ATP Program Beginning Fall 2012

Given the changes noted above, some county offices are applying to CTC to become program providers under the current Administrator Program Guidelines options. Programs approved under the current guidelines option for submission and approval by CTC are more closely aligned the emerging administrator preparation/coaching model that is in development.

The new option for approved county office programs provides local candidates with a two-year program for new administrators based on the program model submitted to CTC. This option continues an opportunity to provide a program in our local contexts. Additionally, candidates may apply to a CSU or other public or private university to complete Tier II.

Approved County Office programs will be posted on the CTC website in Spring, 2012 so that candidates may apply to specific programs.