Proposal for Specialized Certification Endorsement

Endorsement Title: ____________________________________________________

Proposing Entity: ____________________________________________________

Date of Submission: _________________________________________________

Name of Primary Contact: ____________________________________________

If the sponsoring organization is a partnership of South Carolina colleges and universities, the following signatures are required by the primary institution:

Signature of Dean/Unit Head: __________________________________________

Signature of Academic Provost: ________________________________________

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Overview

State Board of Education (SBE) Regulation 43-62 *Areas of Certification* establishes the process for the approval of new certification endorsements. The relevant portion of the regulation is included below:

### III. SPECIALIZED ENDORSEMENTS

In consultation with the SCDE, the SBE has the authority to establish specialized endorsements that may be added to a valid educator certificate, to revise or amend specialized endorsements areas, and to abolish specialized endorsement areas that no longer reflect professional practice or needs of South Carolina schools and students. In some instances, an endorsement may be required to teach specific courses. In other instances, the endorsement represents additional training and study to enhance an educator’s professional practice. In order to add an endorsement to a valid South Carolina teaching credential, an educator must complete the specific requirements for that area as outlined by the SBE.

In order to add any specialized endorsement to a valid South Carolina teaching certificate, an educator must

- have earned a bachelor’s degree or higher,
- have a current, valid Initial or Professional at the early childhood, elementary, middle, secondary, or pre-K–12 Level; and
- complete all required coursework for the endorsement with an equivalent of a grade of “C” or better.

In some instances, the SCDE may stipulate a waiver provision for educators to be issued a specialized endorsement based on completion of a comprehensive, extended sequence of professional learning opportunities approved by the SCDE. As appropriate, the SCDE may approve a specialized endorsement as an option for educators holding additional certificate types.

Proposal Development, Submission, and Review Process

Proposals for specialized certification endorsements may be submitted by varied stakeholders including SCDE program offices, professional education organizations and collaboratives, and higher education partnerships. Proposals submitted by a higher education partnership must demonstrate that the required coursework is not specific to any one college or university and that South Carolina educators may access the recommended required courses at multiple institutions.

Endorsement proposals will be accepted by the SCDE twice annually, on September 15 and March 15.

- Following each submission deadline, the SCDE Office of Educator Services will initiate the proposal review process with relevant program offices within the agency. These offices may include Standards and Learning, Special Education Services, and Federal and
State Accountability among others, depending on the purpose and content of the endorsement proposal.

- Concurrently, the proposal will be sent to external reviewers with expertise related to the content of the requested endorsement.
- Based on feedback from the internal and external reviews, the proposal may be returned to the submitting party for clarification or elaboration, or it may be placed on the agenda of the next scheduled meeting of the Professional Review Committee (PRC).
- If approved by the PRC, the proposal will be placed on the agenda of an upcoming meeting of the Education Professions Committee (EPC) of the SBE, in accordance with the scheduling policies of the SBE. If approved by the EPC, the proposal will be considered by the full SBE on the same date.

Per Regulation 43-62 Areas of Certification, the State Board of Education has final authority to approve, amend, or delete specialized endorsements.

All specialized endorsement proposals must address all sections of the outline provided below. The proposal narrative beginning with Section 3 should not exceed ten pages, double-spaced, twelve-point font. Letters of support are not included in the ten-page limit. Sample course syllabi may be included as an appendix.

1. **Title Page (provided)**
2. **Preamble**
   A. Abstract of endorsement
   B. Introduction and Statement of Purpose
3. **Statement of Need**
   A. Supporting Research
   B. Evidence of Need
   C. Implementation in other States (if applicable)
4. **Benefits**
   A. What are the expected benefits or learning outcomes for Pre-K–12 students?
   B. What are the expected benefits or learning outcomes for teachers?
   C. What are the expected or potential benefits for the state?
5. **Connection to Standards**
   A. How does the proposed endorsement connect to national standards?
   B. How does the proposed endorsement connect to state standards?
6. **Costs**
   A. What are the anticipated costs to the state?
   B. What are the anticipated costs to districts?
   C. What are the anticipated costs to teachers?
7. **Collaboration and Stakeholder Involvement**
   A. Involvement
      i. Who are the specific stakeholders you involved in developing the proposal and why were they chosen? If the proposal is being submitted by a higher education partnership, indicate the institutions and personnel involved in the development of the proposal.
      ii. How and to what extent were these stakeholders involved in the process?
      iii. What will be their continued involvement if the endorsement is approved?
B. Other Perspectives
   i. Are there stakeholders who do not view this proposed endorsement favorably or who might be impacted negatively by the approval of this endorsement?
   ii. Proposers must provide evidence that courses outlined in Section 7 are or will be offered at multiple colleges and universities throughout the state.
   iii. If there are possible stakeholder conflicts or negative consequences related to this proposal, provide information to address these concerns.

8. Proposed Courses
For each course proposed, please provide the following:
A. Course topic
B. Course description
C. Key learning outcomes for course participants
D. Anticipated impact on P-12 student learning

A clinical or practicum component should be embedded within the course sequence or addressed through a separate stand-alone course. These field experiences may be within a teacher’s classroom or comparable setting and should include experiences with small and large group instruction.

9. Content Assessment
A. Is a content assessment (e.g., a Praxis subject area assessment, certificate, etc.) recommended or required for an educator to receive this endorsement?
B. Assessment Information
   i. Is a related assessment available and, if so, where is the assessment currently used?
   ii. What are the benefits of the assessment?
   iii. Are there costs for the assessment that are not addressed in Section 5?

10. Endorsement Effectiveness
A. What measures will the proposer use to determine if the endorsement is having the desired impact?
B. How will evaluation information be collected, analyzed, and communicated?

11. Letters of Support
Please provide letters in support of the proposal from stakeholders.

If a proposed specialized endorsement is approved by the SBE and made available to South Carolina educators, the sponsoring organization must submit a report to the SCDE annually for three years. At minimum, the report must include data on the number of educators pursuing and earning the endorsement and the evaluation findings regarding the endorsement and its intended outcomes for teacher development and student learning.