

SUPERVISORY CERTIFICATION PROGRAM

Program Coordinators

Curriculum and Instruction (K-12)

- Tiffany Wright, Ed.D.

Special Education

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A post-master's program in educational supervision is offered for the experienced educator in the areas of art, communication (English), curriculum and instruction, elementary education, world languages, mathematics, music, reading, school guidance services, school health services, school psychological services, science, social studies and special education.

The supervisory certification program prepares experienced school personnel to assume leadership roles in an educational setting. This program, offered on a post-master's level, complies with the Commonwealth's certification mandate for educational supervisors and meets Supervisory I certification requirements.

Admission Requirements

Eligible applicants should contact the appropriate coordinator at the time they apply to the program.

The standard degree application must be completed: three letters of recommendation, a professional goals statement and an official transcript of undergraduate and graduate work. Miller Analogies Test and Graduate Record Exam scores do not need to be submitted.

The application materials will be evaluated by the appropriate department, and an admission recommendation will be forwarded to the College of Graduate Studies and Adult Learning.

Applicants must hold *Instructional II* certification in the subject area in which the supervisory certification is sought and have earned a master's degree (or be pursuing one concurrently).

Note: Before supervisory certification is granted, five years of appropriate experience is required. For supervisory certification in reading, five years of instruction in a literacy setting is required.

The Program

The program consists of 15 credits, including three core courses and a six-credit field experience. In exceptional cases, an approved substitution may be made for one of the core courses.

Code	Title	Hours
Required Courses		
EDSU 700	Functions Supervision	3
EDSU 701	Administrative Supervision	3
EDSU 703	Curriculum and Supervision	3
EDSU 799	Applied Practicum ¹	6
Total Hours		15

¹ These courses do not need to be taken in order; however, EDSU 700 Functions Supervision, EDSU 701 Administrative Supervision and EDSU 703 Curriculum and Supervision *should be completed before beginning* EDSU 799 Applied Practicum.

The field experience demands a high degree of cooperation between the University and the school where the student is employed or assigned. The student is supervised by a faculty member from the department/area in which the certificate is sought. It is important that the candidate give due consideration to this aspect of the program, since in some cases it may be necessary for the student to take a sabbatical or leave of absence in order to meet the requirement of the field experience.

Consult the appropriate department section in this catalog for a description of field experience. Field experiences vary, but generic competencies apply to all program areas. These include:

1. Knowledge of recent research and application of basic research tools and techniques to problems encountered in supervisory positions.
2. The ability to work with paraprofessionals, teachers, student teachers and the auxiliary staff.
3. Skill in curriculum planning and evaluation.
4. Ability to coordinate supporting services to the major curriculum components, such as speech therapy, dental hygienist, and home and school visitors.
5. Ability to review and assess various curriculum needs and recommend changes as deemed necessary.

Course Descriptions

EDSU 700 Functions of Supervision (3) Interpersonal processing, data gathering in analysis of classroom teaching, simulation, microteaching, staff development, in-service program development and staff selection.

EDSU 701 Administrative Aspects of Supervision (3) Administrative theory, budget development and school finance, certification, teachers' and students' rights and responsibilities, school law, tenure and collective bargaining.

EDSU 703 Curriculum and Supervision (3) Describe and analyze a curriculum plan, formulate a set of criteria for evaluating a curriculum plan, study roles of various persons in curriculum planning. Identify and evaluate characteristics, features and trends of education programs on levels K-12.

(*) 799 Applied Supervision (6) A one- or two-semester arrangement for a total of six credits for any of the content areas listed as follows:

(*) EDCI 799 Applied Supervision: Curriculum and Instruction K-12 (6) A field-based experience designed to develop the candidate's leadership abilities K-12. Comprehensive involvement in on-site activities, including classroom observations K-12, required research, policy and skill competencies. Specific activities include the demonstration of effective communication, staff development, budgeting and the ability to integrate curriculum across disciplines K-12, in addition to other activities at the elementary and secondary levels. The field experience demands a high degree of cooperation between the University and the school where the student is employed or assigned. Prereq: EDSU 700, 701 and 703. (*) EDSU 799

Applied Supervision: Single Subject Area (6) Required field experience for those seeking supervisory certification in English, world languages,

mathematics, science or social studies. The student submits a work/study proposal which must include a unit of work involving the observation and supervision of teachers and selected other units of work from such areas as scheduling, budget preparation, staff development, curriculum, community relations, etc. All proposals must be approved by the Department of Educational Foundations and sanctioned by the administration of the school where the field experience is to occur. Prereq: EDSU 700, 701 and 703.

(*) SPED 681 Administration and Supervision of Special Education Programs (3) Current issues and practices of special education curriculum and instruction, school law, budget process, staff development, teacher supervision, family collaboration and public relations are analyzed. Discussions are geared to effecting change to meet standards, student needs and best practices for students with special needs. Prereq: acceptance into department supervisory program; may be taken concurrently with EDSU 700, 701, 703; must be taken prior to SPED 799. Offered periodically

(*) SPED 799 Applied Supervision: Special Education (6) Provides prospective supervisors with field experience and problems encountered in the schools. Emphasis is upon defining and identifying pupils in all areas of exceptional ability, planning and operating a comprehensive special education program, and on techniques in assisting teachers in evaluating and improving their curricula and their teaching techniques. Prereq: EDSU 700, 701, 703 and SPED 681.