



PROGRAM SPONSOR ALERT

Date: January 20, 2012

Number: 12-01

Subject: Transitioning Reading Certificate and Reading and Language Arts Specialist Programs to Reading and Literacy Added Authorization and Reading and Literacy Leadership Specialist Credential Programs

Summary

This alert clarifies the process by which currently approved Reading Certificate and Reading and Language Arts Specialist Programs transition to the revised standards adopted by the Commission in September 2010. In addition, the Alert clarifies the Commission's expectations related to the Program Assessment activity within the accreditation system for Reading and Literacy Added Authorization (RLAA) and Reading and Literacy Leadership Specialist Credential (RLLSC) programs.

An agenda item presented at the April 2011 Commission meeting entitled "Implementation Procedures Following Commission Adoption of New or Updated Program Standards" provides additional information on standards transition and implementation processes.

(<http://www.ctc.ca.gov/commission/agendas/2011-04/2011-04-3E.pdf>)

Background

Most Reading Certificate and Reading and Language Arts Specialist programs have not participated in Program Assessment due to the fact that these program standards were under revision over the past few years. The revised standards were adopted by the Commission in September 2010.

Therefore, all Reading Certificate and Reading and Language Arts Specialist Credential programs are required to transition to the RLAA and RLLSC program standards between January 2011 and December 2012. Each transitioned program will be reviewed through the Program Assessment process **after it has transitioned**. During the Program Assessment process, a program's narrative is reviewed to assure alignment with the adopted program standards. This

activity takes place in the fourth year of the accreditation cycle, two years prior to an accreditation site visit.

Transitioned programs need to begin the Program Assessment process within one year of implementation of the program under the recently-adopted standards. The one year period of implementation prior to submitting documentation for Program Assessment allows institutions the opportunity to refine the new program so that the document accurately reflects the program being provided to candidates.

Steps for Transitioned Programs

Prior to Transition: Six weeks to two months prior to the transition date, all programs should submit a transition plan (see below for link) to the Commission which provides information on the process the program took to make the transition and a timeline for implementation of the transitioned program.

Within a Year of the Transition: After making the transition, each RLAA and RLLSC program must develop a full program narrative addressing the recently adopted standards and collect supporting documentation(e.g., course syllabi). The updated program narrative and supporting documentation are then submitted for Program Assessment (PA). The PA process ensures alignment of the programs to the standards and is completed once within each seven year accreditation cycle.

Institution Transition Date	Program Assessment Documentation Due
January 2011 – May 2011	May 2012 – August 2012
June 2011 – September 2011	July 2012 – September 2012
October 2011 – December 2011	October 2012 – December 2012
January 2012 – March 2012	January 2013 – March 2013
April 2012 – July 2012	April 2013 – July 2013
August 2012 – September 2012	August 2013 – September 2013
October 2012 – December 2012	October 2013 – December 2013

Update on the Regulations to Change the Titles of the Reading Certificate and Reading Language Arts Specialist Credentials

The draft Title 5 Regulations that propose to change the titles of the current certificate and credential to the Reading and Literacy Added Authorization (RLAA) and Reading and Literacy Leadership Specialist Credential (RLLSC) are on hold. The programs should continue the transition process but until the regulatory process has been completed, the candidates will earn credentials with the Reading Certificate and Reading and Language Arts Specialist titles.

If new reading programs are developed, responding to the 2010 standards, the programs will be reviewed and once the review process has been successfully completed, the program will be put on the COA’s agenda for approval. Until the regulations have final approval, the documents that are awarded will continue to have the current certificate and credential names rather than the new titles.

References

RLAA & RLLSC Web Page: *(includes links to documents that may be used for transitioning)*

<http://www.ctc.ca.gov/educator-prep/reading-specialist.html>

Program Assessment Web Page:

<http://www.ctc.ca.gov/educator-prep/program-accred-assessment.html>

Program Assessment Submission Checklist:

<http://www.ctc.ca.gov/educator-prep/forms/2009-12-02-PA-submission-checklist.pdf>

Contact Information:

The Professional Services Division provides a full list of topic specific dedicated email addresses as well as program areas with the most up to date Commission staff member's email address here <http://www.ctc.ca.gov/educator-prep/PSD-contact.html>.