

COMMISSION ON TEACHER CREDENTIALING

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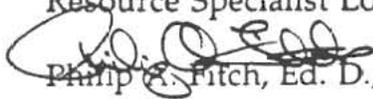


OFFICE OF THE EXECUTIVE DIRECTOR

Coded Correspondence # 93-9317

August 4, 1993

To: Resource Specialist Local Assessor Agencies

From:  Philip A. Fitch, Ed. D., Executive Director

Marie G. Schrup, Ed. D., Consultant
Program Evaluation and Research

Re: On-site Evaluation of Local Assessor Agencies

At its June 1993 meeting, the Commission adopted Special Education Specialist Instruction Credentials in Mild/Moderate Disabilities and Moderate/Severe Disabilities. Holders of these new credentials will be authorized to serve students in kindergarten through grade 12 and classes organized primarily for adults. This authorization will be transferable across all educational settings. The current categorical credentials in Learning Handicapped and Severely Handicapped will be replaced by the new credentials and at a future date, the Resource Specialist Certificate of Competence will be eliminated as a separate certificate. Competencies pertinent to the functions of the resource specialist will be included in program standards to be developed for all special education credentials. As the attached timeline reflects, it is anticipated that approximately two years will be needed to develop and recommend new special education program standards and to implement these standards at institutions of higher education. During this interim period, the existing requirements will remain in place.

All current holders of special education credentials will continue to be authorized in the areas specified by their credentials, and candidates currently enrolled in special education preparation programs will not be affected adversely by changes in the special education credential structure. However, since the current credentials are placement specific (special day class or pullout program) and the Resource Specialist Certificate of Competence will no longer be a separate authorization under the proposed structure, the Commission acted to retain the resource specialist local assessor agencies for current special education classroom teachers who want to earn the Resource Specialist Certificate to be able to work across all placement settings, and act as consultants and collaborators in integrated settings with general educators in the future. No new local assessor agencies will be approved to assess and recommend candidates for the Resource Specialist Certificate of Competence after January 1, 1994.

At its July meeting, the Commission adopted the policy that the twelve local assessor panels currently approved to assess and recommend candidates for the Resource Specialist Certificate may continue to function for such time as there is a need for this service or until such time that the Commission adopts a different policy. The Commission approved a plan to conduct on-site evaluations of existing approved local assessor agencies.

Pursuant to Title 5 regulations, the Commission reserves the right to monitor the implementation of approved local education agency assessment plans and to withdraw approval whenever evidence indicates that the plan is not being implemented as required and originally proposed. Although information on assessor panel activity is reported to the Commission annually, there is a need to conduct on-site evaluations to determine if the assessor panels should continue to be used to assess and recommend candidates for the Resource Specialist Certificate of Competence.

Each local assessor agency will be scheduled for a one day on-site evaluation visit during 1994 to determine if the assessor agencies meet the Commission *Guidelines for Developing, Evaluating, and Approving Local Assessor Assessment Plans for the Resource Specialist Certificate of Competence (1981)*. Each local assessor agency will be reviewed by a Commission consultant and a practitioner or higher educator familiar with the skills and competencies required of resource specialists and the local assessor agency process. A brief explanation of the evaluation process is enclosed. Additional information will be forwarded to all assessor agencies in the near future. In order to plan for these visits, the attached form should be returned to the Commission by October 1, 1993.

It is anticipated that following the evaluation process, approved local assessor agencies may continue to evaluate and recommend candidates for the Resource Specialist Certificate of Competence for as long as there is a demonstrated need for this service following implementation of new program standards at institutions of higher education.

Questions regarding the above changes should be addressed to Dr. Marie Schrup at the Commission office at (916) 327-2966.

Enclosure

LOCAL ASSESSOR AGENCY EVALUATION PROCESS AND PROCEDURES

Assessor Agency Document

A document must be written to the *CTC Manual for Developing, Evaluating, and Approving Local Assessor Assessment Plans for the Resource Specialist Certificate of Competence* (1981). This document will serve as a "roadmap" for the evaluator as they review the local assessor agency and make judgments about the quality of the plan. The document originally approved by the Commission on Teacher Credentialing can be used, but should be revised to accurately reflect the current local assessor assessment plan. Documents should address Categories A, B, and C outlined in the manual enclosed for your reference.

Program Support Materials

The following materials should be available for review:

- Assessor Panel Handbook/Training Materials
- Application/Advisement Forms
- Candidate Handbook/Training Materials
- Evaluation Forms
- Assessor Panel Process Evaluation Data
- Follow-up Data on Candidates Recommended

Who should be interviewed

Individual(s) responsible for the implementation, coordination, and evaluation of the assessment plan

Assessor Panel members -- at least one faculty member, resource specialist, program specialist or special education program administrator or school site administrator, a regular classroom teacher, and parent.

Candidates who have completed the assessor panel process and are currently employed as resource specialists

Employers who hire individuals who were recommended for Resource Specialist Certificate of Competence through the local assessor panel

COMMISSION ON TEACHER

EVALUATION OF LOCAL ASSESSOR PANELS FOR THE
RESOURCE SPECIALIST CERTIFICATE OF COMPETENCE

Please complete the information requested below. Return by October 1, 1993.

Name of Local Assessor Agency -----

Local Assessor Panel Coordinator -----

Phone Number -----

Mailing Address -----

Please suggest two alternate dates during 1994 that would be most convenient to
conduct a one-day evaluation of your local assessor agency.

1994

January July

February August

March September

April October

May November

June

Please indicate if the Resource Specialist Local Assessor Panel is no longer active.

Return by October 1, 1993

Dr. Marie G. Schrup
Commission on Teacher Credentialing
1812 Ninth Street
Sacramento, CA 95814-7000

Tentative Timeline for Commission Activities Related to Restructuring Special Education Credentials

The following timeline is a tentative schedule of activities that will need to be completed in order to implement changes as adopted by the Commission.

1993

- August Staff to present a plan to form advisory panel(s) to guide the development of Standards of Program Quality for Special Education for Commission approval.
- September Call for nominations for Advisory Panel(s) in Special Education.
- December Convene Advisory Panel(s) in Special Education.
- Begin Title 5 rulemaking process for changes in regulations related to special education credentials.

1994

- Hold public hearings on proposed Title 5 changes.
- On-site review of Resource Specialist Local Assessor Agencies.
- Present draft standards to Commission for preliminary review and for approval to disseminate to field for comment.
- Hold regional public forums on draft standards for special education.
- Report to the Commission on comments from the field; revise standards as necessary.
- Complete rulemaking process for changes in Title 5 regulations.
- Present Standards of Program Quality for Special Education Credentials to Commission for adoption.
- Hold regional meetings to discuss implementation of new standards and timeline for transitions to new standards.

1995

- Institutions begin submitting program documents based on new standards.
- Field test new standards for special education during 1994-95 program evaluation cycle, if possible.

1995-96

- All program evaluations in special education to be based on new standards for special education.