UNC Charlotte Masters of School Administration and

Add-on Certification Programs

Overview of the Program

Electronic Evidence Requirement

**Overview of Programs**

Through the Department of Educational Leadership, the University of North Carolina at Charlotte offers the Masters of School Administration Degree and add-on certification in school administration for students who already hold a master's degree and in a teaching field or other area for which licensure is required such as counseling. Students who have earned a baccalaureate and professional licensure in a teaching area are required to complete the Masters Degree in School Administration. In both cases, the MSA Degree and the add-on certification, upon completion of all requirements, students receive initial Level l certification licensure to serve as a principal.

**Overview of Electronic Evidence Products**

During the last revision of preparation programs for school principals in North Carolina, which occurred during the 2007-2009 timeframe, a new system was adopted to reflect the program accreditation model for teacher and administrator preparation programs in the state. These programs were revised to reflect the new Standards for School Leaders approved by the North Carolina State Board of Education in December of 2006. In concert with the new standards, the state board of education required that pre-service principal preparation programs be aligned with the new principals' evaluation system they also adopted. Under this system, students will be required to develop at least six electronic evidence products that demonstrate their ability to create the type of work expected by professional educators in the area in which they are seeking certification. In the case of the MSA Degree program and add­ on certification in school administration, students are expected to create the type of assignments expected of school principals that also reflect the quality of work expected of a practicing school principal. As students matriculate through the core courses required in both of these programs, they will develop these products under the supervision of professors who teach these courses. In some cases, the final electronic product will be developed in phases as the student completes several or more courses. For example, a final product could have a Part A developed in course ADMN XXXX, Part B developed in Course ADMN XXXX, and Part C developed in course ADMN XXXX. In this case, the final electronic product might consist of Parts A, B, and C.

The quality of these six electronic products is extremely crucial, as they will serve as the key indicator to determine if school administrator preparation programs in North Carolina will obtain and maintain their accreditation by the North Carolina State Board of Education. Thus, they will be the major factor employed to determine the overall quality of programs and ultimately their accreditation status. In short, the accreditation status of an institution will be based upon the quality of these electronic products. For this reason, marginal or poor quality electronic products will reflect poorly upon an institution's students, faculty, the educational leadership program, and, most importantly, the institution. Hence, professors in the program are not expected to approve these products or phases of these products until they are deemed to reflect the quality expected.

The procedure for conducting the accreditation review under this system will also be new and different from what it has been in the past. Acting under the authority of the NC State Board of Education, officials in the North Carolina Department of Instruction will convene a panel of reviewers who will review random samples of the electronic products completed by students to determine the if they, indeed, reflect the type of work and quality of work expected by school principals. Based upon the overall quality of the student work products sampled, they will determine if the program is to be accredited and/or remain accredited. Given this review process, the argument could be made that these electronic products will be part of a "high stakes" game vis-a-vis the accreditation process. For this reason, both students and faculty are expected to work in concert to assure that the electronic products represent each student's best work.

**Instructions for Developing Electronic Products**

All students will develop their electronic products under the guidance and supervision of professors who teach selected, designated courses required for the program they are completing, either the MSA Degree program or the add-on program. When a student has developed a phase of the electronic product that reflects the focus, content and quality expected, then the student will informed of this. It should be clearly understood by the student that a phase of the product or the final product is not finished until the appropriate professors have determined that it is completed. Under no circumstances should a student assume the responsibility for determining the completeness or final quality of his/her own electronic products or any phase of them.

Your TaskStream Electronic Licensure Portfolio

As a student in UNC Charlotte's School Administration program, you will work closely with your professors to complete coursework and become eligible to earn a North Carolina Principal's license. As you progress through the program, you are expected to maintain copies of all components of the electronic products so that these may be later combined together in the final electronic products---6 in total. The six electronic products will include the following: (1) **Curriculum and Instructional Alignment Plan for Improving Student Achievement and**

**Performance, {2) Teacher Empowerment and leadership Action Plan, (3) Community Involvement and Engagement Action Plan, (4) Organizational leadership and Management Action Plan (OLMAP), (5) School Culture and Safety Audit and Action Plan, and (6) Comprehensive School Improvement Planning Review.**

In order to be recommended for the license, you will create an Electronic licensure Portfolio that will showcase your best work. Your Electronic licensure Portfolio will be housed online in an account that has been created for you in an electronic software system called TaskStream. You will be required to access TaskStream at <http://education.uncc.edu/taskstream>using your NinerNet user name and password. Your professors will help guide you as you create work for inclusion in your Electronic licensure Portfolio in your various courses and internship.

As a condition of being eligible to receive the University's recommendation for the

North Carolina principal's license, your Electronic licensure Portfolio submissions will be subject to review by a plagiarism detection service. All submitted work will be included as source documents in the plagiarism detection service reference database solely for the purpose of detecting plagiarism. No student work will be submitted to a plagiarism detection service without a student's written consent and permission; however, if you do not provide such written consent and permission, your work cannot be included in the Electronic licensure Portfolio required for the recommendation for the North Carolina Principal's license.