

TRANSMITTAL SHEET FOR  
NOTICE OF INTENDED ACTION

Control No. 290 Department or Agency Alabama State Department of Education  
Rule No. 290-3-3-.53.01 in the Teacher Education Chapter of the Alabama Administrative Code  
Rule Title: Instructional Leadership

         New     X     Amend          Repeal          Adopt by Reference

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety?         No        

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare?         Yes        

Is there another, less restrictive method of regulation available that could adequately protect the public?         No        

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved and, if so, to what degree?         No        

Is the increase in cost, if any, more harmful to the public than the harm that might result from the absence of the proposed rule?         No        

Are all facets of the rulemaking process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public?         No        

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Does the proposed rule have an economic impact?         No        

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

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Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Reference Service.

Signature of certifying officer         *Cham J. Bee*        

Date         3/29/12        

(DATE FILED)  
(STAMP)

APA-2  
07/04

**Alabama State Department of Education  
Office of Teaching and Leading**

**NOTICE OF INTENDED ACTION**

AGENCY NAME: State Department of Education

RULE NO. & TITLE:

290-3-3 is the Teacher Education Chapter of the Alabama Administrative Code.  
290-3-3-.01 Definitions  
290-3-3-.02 College and University Requirements  
290-3-3-.04 Class B (Bachelor's Degree Level) Programs for Teaching Fields  
290-3-3-.42 Class A (Master's Degree Level) Programs for Teaching Fields  
290-3-3-.44 Alternative Class A Programs for Teaching Fields  
290-3-3-.45 English for Speakers of Others Languages (ESOL) (Grades P-12)  
290-3-3-.45.01 Reading Specialist (Grades P-12)  
290-3-3-.46 Speech and Language Impaired (Grades P-12)  
290-3-3-.47 Class A (Master's Degree Level) Programs for Areas of Instructional Support  
Personnel  
290-3-3-.48 Instructional Leadership  
290-3-3-.49 Library Media  
290-3-3-.50 School Counseling  
290-3-3-.51 School Psychometry  
290-3-3-.51.01 Sport Management  
290-3-3-.52 Class AA (Sixth-Year Level) Programs for Teaching Fields  
290-3-3-.52.01 Teacher Leader  
290-3-3-.53 Class AA (Sixth-Year Level) Programs for Areas of Instructional Support  
290-3-3-.53.01 Instructional Leadership  
290-3-3-.54 School Psychology

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION: Amend

Amend Rule 290-3-3-.01 to add definitions for instructional support area, levels of Alabama Professional Certificates, and program overlap; revise definitions on levels of educator preparation programs, professional studies, and teaching field; and delete language about converting a "pass" grade.

Amend Rule 290-3-3-.02 to allow for program overlap in accordance with written institutional policies and provide language to allow an individual who completed an educator preparation program at an Alabama institution and wishes to return to complete a program on the same degree level to use coursework from the first program without violating the rule limiting the number of courses that may be taken prior to unconditional admission.

Amend Rule 290-3-3-.04 to use consistent language about State requirements for unconditional admission.

Amend Rule 290-3-3-.42 to require unconditional admission before a person has taken more than five courses in an approved program; to stipulate courses from a prior-level of certification may not be used to meet requirements of a higher-level program; and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.44 to clarify language about State requirements for unconditional admission to an Alternative Class A program.

Amend Rule 290-3-3-.45 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.45.01 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.46 to require unconditional admission before a person has taken more than five courses in the approved program.

Amend Rule 290-3-3-.47 to require unconditional admission before a person has taken more than five courses in an approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.48 to emphasize a person must be unconditionally admitted before enrolling in courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.49 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.50 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.51 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.51.01 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.52 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.52.01 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.53 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.53.01 to emphasize a person must be unconditionally admitted before enrolling in courses in the program and to clarify prerequisite certificates must be valid.

Amend Rule 290-3-3-.54 to require unconditional admission before a person has taken more than five courses in the approved program and to clarify prerequisite certificates must be valid.

TIME, PLACE, MANNER OF PRESENTING VIEWS: A public hearing will be held at 9:30 a.m., April 12, 2012, Auditorium Plaza Level, Gordon Persons Building, 50 North Ripley Street, Montgomery, Alabama. All persons wishing to express their views should contact the State Superintendent of Education at (334) 242-9700 no later than April 2, 2012, in order to ensure being scheduled on the agenda. All persons wishing to express their views in writing to the State Superintendent of Education should address all written comments to the State Superintendent of Education, Gordon Persons Building, P.O. Box 302101, Montgomery, Alabama 36130-2101.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE: June 5, 2012

CONTACT PERSON AT AGENCY:

Dr. Jayne Meyer  
Alabama State Department of Education  
P.O. Box 302101  
Montgomery, Alabama 36130-2101  
(334) 242-9560



(Signature of officer authorized to promulgate and adopt rules or his or her deputy)

**290-3-3-.53.01 Instructional Leadership.**

(1) **Rationale.** Grounded in the Alabama Standards for Instructional Leaders, and building on the knowledge and abilities developed at the Class A (master's degree) level, candidates in the Class AA Instructional Leadership programs will use their skills to create and practice successful instructional leadership. Class AA Instructional Leadership programs will rely on leadership experiences in school and school district settings to translate candidates' leadership knowledge into sound leadership practices. A core principle of Class AA Instructional Leadership programs will be the development of shared leadership practices with all who have a stake in improving student achievement, especially parents and teachers.

(2) **Unconditional Admission.** Advanced certification for an Instructional Leader shall be at the Class AA level and shall minimally ensure the following:

(a) All candidates must undergo a criminal history background check. Additional information is provided in Rule 290-3-3-.02(5).

(b) All candidates must hold a valid Class A Professional Leadership Certificate or a valid Class A Professional Educator Certificate in Instructional Leadership or one of the other Class A leadership certificate designations [Instructional Leader, Principal, Superintendent, Superintendent-Principal, Educational Administrator, Supervisor (any subject and/or grade level), Administrator of Career and Technical Education].

(c) Candidates must meet one of the following criteria:

1. Hold a valid Class A Professional Educator in Instructional Leadership or a Class A Professional Leadership Certificate earned after completing a redesigned program at an Alabama university.

2. Be currently serving as a superintendent, assistant or associate superintendent, assistant to the superintendent, principal, assistant principal, supervisor (any subject and/or grade level), administrator of career and technical education, coordinator, or evaluator.

3. Document three years of employment in an instructional leadership position for which one of the certificates in Rule 290-3-3-.53.01(2)(b) is proper certification according to the current edition of the *Subject and Personnel Codes* of the Alabama State Department of Education.

4. Demonstrate each of the abilities in the Class A Instructional Leadership standards prior to admission to the Class AA Instructional Leadership program or prior to completion of the Class AA Instructional Leadership program.

(d) Applicants who completed a Class A program other than one approved by the State Board of Education on or after September 8, 2005, must submit a portfolio which includes:

1. Three letters of recommendation.
2. Most recent performance appraisals.
3. Evidence of ability to lead student achievement.
4. Evidence of leadership and management potential.
5. Reasons for pursuing the Class AA certificate in Instructional Leadership.

(e) Applicants who completed a Class A program other than one approved by the State Board of Education on or after September 8, 2005, must pass an interview conducted by a program admission committee that includes both P-12 instructional leaders and instructional leadership faculty. (Questions in the interview should reflect a higher level of knowledge and ability than those used as part of the admission process for the Class A Instructional Leader program.)

(f) Individuals must be unconditionally admitted to the Class AA instructional leadership program before enrolling in any courses in the program.

**(3) Program Requirements.** To provide a Class AA Instructional Leadership program, an institution must provide a Class A Instructional Leadership program. Each State-approved program must meet the following specifications:

(a) **Curriculum.** All Class AA programs in Instructional Leadership must:

1. Include no fewer than 30 semester hours of course work at the sixth-year level or above.
2. If the program is administered on a cohort basis, place candidates in cohorts of no more than 25 students.
3. Include periodic cohort or group focus sessions for member candidates to share problem-based concerns and successes and to collaborate on issues and solutions.
4. Include meaningful P-12 school-based field experiences in any course used to meet an instructional leadership standard.
5. Set aside three to nine semester hours for problem-based experiences.

(b) **Collaboration.** All programs shall continue the University/LEA partnerships created for the Class A Instructional Leadership program that include:

1. Joint selection and admissions process. [See Rule 290-3-3-.53.01(2).]
2. Joint curriculum design.
3. Joint mentoring decisions.
4. Joint planning for field experiences.
5. Joint planning for problem-based activities.

(c) **Content.** Program content shall ensure the following:

1. The core of the instructional content portion of the Class AA program shall be the Alabama Standards for Instructional Leaders. The content shall be an extension rather than a repetition of instructional approaches used in the Class A Instructional Leadership programs. Content shall be related to the practice of sharing leadership at very high levels of expertise rather than focusing on observation and participation.
2. The core of instructional content shall be anchored in practical experiences.
3. Practical experiences shall be carefully planned and linked to at least one central instructional problem which will serve to focus the candidate's research and problem-solving efforts.

4. Program content shall incorporate experiences that encourage candidates to engage in alternative ways of thinking about educational settings, planning, scheduling, and approaches to teaching to accomplish learning goals for student populations with ever-changing needs.

5. The program shall include a significant content focus on adult learning theory. All candidates should develop a clear understanding of how adults learn and that schools are places where adults and students learn together.

6. Mentor training shall include, at a minimum:

(i) Understanding the mentor's role.

(ii) Providing high-quality learning experiences, coaching, and feedback to new and experienced professional educators and other staff.

(iii) Improving teacher performance using EDUCATE Alabama.

7. The program shall include significant content and practice in shared leadership. It should include opportunities for each candidate to understand and be able to implement leadership that is shared with all stakeholders in meaningful ways to support improved student learning.

8. The program shall include a focus on leadership for special education, English language learners, career and technical education, technology, pre-K programs, and adolescent literacy.

9. The program shall include study of content appropriate to the National Board Core Propositions for Accomplished Educational Leaders from the National Board for Professional Teaching Standards:

(i) Skills.

(I) Accomplished educational leaders continuously cultivate their understanding of leadership and the change process to meet high levels of performance.

(II) Accomplished educational leaders have a clear vision and inspire and engage stakeholders in developing and realizing the mission.

(III) Accomplished educational leaders manage and leverage systems and processes to achieve desired results.

(ii) Applications.

(I) Accomplished educational leaders act with a sense of urgency to foster a cohesive culture of learning.

(II) Accomplished educational leaders are committed to student and adult learners and to their development.

(III) Accomplished educational leaders drive, facilitate and monitor the teaching and learning process.

(iii) Dispositions.

(I) Accomplished educational leaders model professional, ethical behavior and expect it from others.

(II) Accomplished educational leaders ensure equitable learning opportunities and high expectations for all.

(III) Accomplished educational leaders advocate on behalf of their schools, communities and profession.

10. The program shall include content and practical experiences in leading change to include an understanding of school cultures and resistance to change.

**(4) Requirements for Certification.** Readiness to serve as a Class AA Instructional Leader shall include:

(a) An official transcript from a regionally accredited institution documenting a minimum of 30 semester hours of post-master's degree work at the sixth-year level or above.

(b) Satisfactory completion of a State-approved program with a minimum GPA of 3.25 on all courses in the Alabama State Board of Education approved Class AA Instructional Leadership program.

(c) Competence to serve as a Class AA Instructional Leader as partially demonstrated through completion of mentor training.

(d) Competence to serve as a Class AA Instructional Leader as partially demonstrated through completion of a problem analysis project.

(e) A passing score on a comprehensive assessment documenting mastery of the Class AA Instructional Leader program curriculum. The assessment may include but may not be limited to an oral examination.

(f) A valid Class A Professional Educator Certificate in instructional leadership or one of the other Class A leadership certificate designations listed in Rule 290-3-3-53.01(2)(b) or a valid Class A Professional Leadership Certificate.

**(5) Testing for Class AA Certification for Instructional Leadership.** Applicants for Class AA certification who are meeting requirements for a certificate which covers a grade span different from the grade span covered by the certificate used as the basis for admission to the Class AA Instructional Leadership program must meet the Praxis II requirements of the Alabama Prospective Teacher Testing Program (APTTP). Some individuals hold an Alabama certificate for principal 1-6 or 7-12 rather than P-12. A person holding one of those certificates and completing the Class AA Instructional Leadership P-12 program must meet the Praxis II requirements as a precondition for certification. Additional information is provided in Rule 290-3-3-.01(3).

**(6) Faculty.** In order to offer both Class A and Class AA programs in Instructional Leadership, the institution must employ at least three faculty members who are full-time to the institution, hold an earned doctorate in instructional leadership (educational administration) or a related field, and have a minimum of three years of experience as an assistant principal, principal, central office supervisor, assistant superintendent, or superintendent, or administrator of career and technical education, or any three years combination thereof.



(7) **Phase-out of Class AA Educational Administration Programs.**

(a) An institution may not admit candidates to the Class AA educational administration program after Fall semester 2010 or after the institution is approved by the State Board of Education to provide the Class AA instructional leadership program, whichever occurs first.

(b) Applications for certification in Class AA educational administration must be received prior to September 1, 2012.

**Author:** ~~Dr. Joseph B. Morton.~~ Dr. Thomas R. Bice.

**Statutory Authority:** Ala. Code §§16-3-16, 16-23-14 (1975).

**History:** New 5-13-2010, effective 06-17-2010; amended \_\_\_\_\_, effective \_\_\_\_\_.