

**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
CERTIFICATION REQUIREMENTS FOR
MIDDLE SCHOOL PRINCIPAL (GRADES 5-9)**

I. PROFESSIONAL REQUIREMENTS:

An Initial Administrator Certificate (middle school principal), valid for a period of four (4) years from the effective date on the certificate, will be issued to applicants meeting the following requirements:

- A. The applicant shall hold a valid Missouri professional elementary or secondary, initial, transition, or career, principal's certificate;
- B. The applicant shall have a recommendation for certification as a middle school principal from the designated official of the college or university approved to train principals by the Missouri Department of Elementary and Secondary Education. The recommendation shall be based upon the completion of the planned program;
- C. The applicant shall have earned undergraduate or graduate credit as follows:
 - 1. Methods of Teaching Reading (minimum of five (5) semester hours to include one (1) course in Techniques of Teaching Reading in the Content Fields); and
 - 2. Methods of Teaching Elementary Mathematics (minimum of two (2) semester hours); and
- D. The applicant shall have completed a planned program of at least six (6) semester hours in education courses focusing on: middle school philosophy, organization, and curriculum; and the intellectual, physiological, emotional and social development of the transescent child (10-14 year-old).

II. TRANSITION PROFESSIONAL CERTIFICATE– ADMINISTRATOR

- A. The principal's Transition Professional Certificate – Administrator classification will be issued upon completion and verification of the following:
 - 1. Four (4) years of state-approved administrator experience;
 - 2. Participation in two (2) years of district-provided mentoring (during the first two (2) years of administrator experience);
 - a) Mentors must complete training addressing mentoring skills, Interstate Leaders Licensure Consortium (ISLLC) standards, and the Missouri Performance Based Principal's Evaluation (PBPE) instrument. Training may be provided by the Administrator Mentoring Program that includes professional associations, regional professional development centers, colleges/universities and DESE.
 - 3. The development, implementation and completion of a professional development plan of at least 120 contact hours of professional development based on Interstate School Leaders Licensure Consortia (ISLLC) standards, or eight (8) semester hours of graduate credit toward an advanced degree in educational leadership, reading/literacy or curriculum/instruction, or a combination of credits/professional development.
 - a) Professional development should focus a minimum of: thirty (30) contact hours on leadership training (vision building, communication, data-driven decisions, ethics, etc.), and eighteen (18) contact hours on comprehension and supervision of teaching of reading, and other items identified in the individual's professional development plan; and
 - 4. Successful participation in an annual performance-based principal's evaluation that meets or exceeds the Missouri Performance Based Principal's Evaluation.

III. CAREER CONTINUOUS PROFESSIONAL CERTIFICATE – ADMINISTRATOR

- A. The principal's career continuous administrator certificate will be issued upon completion and verification of the following:
 - 1. Completion of an educational specialist degree or higher in educational leadership, reading/literacy or curriculum/instruction.
 - 2. Participation in a performance-based principal evaluation;
 - 3. Participation in thirty (30) contact hours of professional development annually.

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- B.** The career continuous administrator certificate holder is exempt from additional professional development if the holder has a local professional development plan in place with the school and meets at least two (2) of the following:
1. Ten (10) years of state-approved administrator experience;
 2. An educational specialist or higher degree in educational leadership, curriculum and instruction, or reading/literacy from an accredited college or university; and/or
 3. Certification from a board-approved nationally recognized professional administrator organization.