



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
OFFICE OF EDUCATOR QUALITY – EDUCATOR PREPARATION

**SPECIAL EDUCATION DIRECTOR, GRADES K-12**

EDUCATOR PREPARATION PROGRAM NAME <b>William Woods University</b>	EDUCATOR PREPARATION PROGRAM CODE <b>511106</b>
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**INSTRUCTIONS**

Please complete Educator Preparation Program (EPP) Name & EPP Code above.

**Certification Requirements**

- **Course Number** – List the course number(s) for the course(s) or groups of competencies that align with the specific section of the requirements. It is possible to have more than one course or group listed.
- **Course Title** – List the course title(s) for the course(s) or groups of competencies that align with the specific section of the requirements. It is possible to have more than one course or group listed.
- **Semester Hours** – List the number of semester hours for each specific section. It is possible to use decimals (to the nearest tenth) to indicate partial use of a course to meet a requirement. The total number of semester hours must meet or exceed the minimum required number of semester hours.

Email the completed cover sheet, curriculum matrix, and advising/program information to [DESE.MoSPETransition@dese.mo.gov](mailto:DESE.MoSPETransition@dese.mo.gov) on or before the date established in the Transition Plan.

QUESTIONS: Contact Educator Preparation, 573-751-1668 or [DESE.MoSPETransition@dese.mo.gov](mailto:DESE.MoSPETransition@dese.mo.gov)

**A. Professional Requirements (Minimum of 24 semester hours)**

1. **Specific Courses:** All must be separate graduate courses of at least 2 semester hours.

	Course Number	Course Title	Semester Hours
a. Foundations of Educational Administration (Including components of Career and Special Education)	EDU 500 or EDU 600 or EDU 569 or EDU 525	Current Issues in Education Issues in District Administration Foundations of Visionary Leadership Educational Administration	3
b. Special Education Administration	EDU 537	Special Education Administration	3
c. Differentiating Instruction in the General Education Curriculum	EDU 538 and  EDU 573	Leadership and Management of Instructional Curricula in Special Education Programs	3
		Instructional Leadership	3
d. School Supervision	EDU 570 or EDU 640	School Supervision Human Resources Administration	3
e. School Law, to include Special Education Law	EDU 585 or EDU 680	School Law Advanced School Law	3

2. **Knowledge and/or competency in each of the following areas:**

	Course Number	Course Title	Semester Hours
a. Vision, Mission, and Goals			
i. Developing and Articulating a Vision	EDU 500 or EDU 600 or EDU 569 or EDU 525 and EDU 572 and EDU 573 and EDU 583	Current Issues in Education Issues in District Administration Foundations of Visionary Leadership Educational Administration Managerial Leadership Instructional Leadership	3
		Performance Assessment	0.5
ii. Implementing and Stewarding a Vision	EDU 500 or EDU 600 or EDU 569 or EDU 525 and EDU 572 and EDU 573 and EDU 583	Current Issues in Education Issues in District Administration Foundations of Visionary Leadership Educational Administration Managerial Leadership Instructional Leadership Performance Assessment	
b. Teaching and Learning			
i. Promoting a Positive School Culture	(EDU 570 or EDU 640) and EDU 537)	School Supervision or Human Resources Administration Special Education Administration	

ii. Providing an Effective Instructional Program	(EDU 570 or EDU 640) And EDU 538 And EDU 573	School Supervision or Human Resources Administration Leadership and Management of Instructional Curricula in Special Education Programs Instructional Leadership	
iii. Designing Comprehensive Professional Growth Plans	EDU 570 or EDU 640	School Supervision Human Resources Administration	
iv. Data and Assessment	(EDU 590 or EDU 610) and EDU 538	Appraisal of Student Learning Utilizing Statistical Procedures & Leadership Management of Instructional Curricula in Special Education Programs	3
c. Management of Organizational Systems			
i. Managing the Organizational Structure	EDU 537 and EDU 572	Special Education Administration Managerial Leadership	
ii. Leading Personnel	EDU 570 or EDU 640	School Supervision or Human Resources Administration	
	<b>Course Number</b>	<b>Course Title</b>	<b>Semester Hours</b>
iii. Managing Resources	EDU 537	Special Education Administration	
iv. Processes of Effective Evaluation of Educators	EDU 570 or EDU 640	School Supervision or Human Resources Administration	
d. Collaboration with Families and Stakeholders			
i. Collaborating with Families and Other Community Members	EDU 537	Special Education Administration	
ii. Responding to Community Interests and Needs	EDU 537	Special Education Administration	
iii. Mobilizing Community Resources	EDU 537	Special Education Administration	
e. Ethics and Integrity			
i. Personal and Professional Responsibilities	EDU 500 or EDU 600 or EDU 569 or EDU 525 and EDU 572 and EDU 573 and EDU 583	Current Issues in Education Issues in District Administration Foundations of Visionary Leadership Educational Administration Managerial Leadership Instructional Leadership Performance Assessment	
f. Professional Development			
i. Increase Knowledge and Skills Based on Best Practices	EDU 568 or EDU 510 or EDU 520 or EDU 673 and EDU 537 and EDU 583	Action Research Advanced Learning Theories or Research Design Educational Reform and Urban Issues Special Education Administration Performance Assessment	3
<b>Professional Requirements - Total Semester Hours</b>			<b>27.5</b>

<b>B. Field and Clinical Experiences (3 semester hours with a minimum of 300 clock hours)</b>			
	<b>Course Number</b>	<b>Course Title</b>	<b>Semester Hours</b>
1. Early Field Experience – Initial Internship in Special Education Administration	EDU557 or EDU557 and EDU 577 or EDU599 and EDU 577 or EDU598 and EDU 577]  AND EDU591	School Leader Field Experience or Field Experience 1 (1.1.2020 forward)  Field Experience 1 (before 1.1.2020) and Supplemental Field Experience  Field Experience- Secondary and Supplemental Field Experience  Field Experience- Elementary and Supplemental Field Experience  Field Experience- Special Education	6-7
2. Culminating Clinical Experience – Final Internship in Special Education Administration	[EDU557 or EDU557 and EDU 577 or EDU599 and EDU 577 or EDU598 and EDU 577]  AND EDU591	School Leader Field Experience or Field Experience 1 (1.1.2020 forward)  Field Experience 1 (before 1.1.2020) and Supplemental Field Experience  Field Experience- Secondary and Supplemental Field Experience  Field Experience- Elementary and Supplemental Field Experience  Field Experience- Special Education	
<b>Field and Clinical Experiences - Total Semester Hours</b>			<b>6-7</b>

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