



**SCHOOL LEADER, 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 26 semester hours)**

Coursework must be at the graduate level and fall within the following five (5) domains

	Course Number	Course Title	Sem. Hours
<b>1. Visionary School Leadership</b>			
a. Understands the importance of a vision and can demonstrate how it relates to the context and culture of the school community	[EDU 500 AND (EDU569 or EDU525)] or (EDU 600 and 620) and EDU 583	Current Issues in School Administration and (Visionary Leadership or Educational Foundations) and Issues in School Superintendency and Effective School Community Relation Performance Assessment	3 3 3 3 3 0.5
b. Understands and can communicate the importance of all stakeholders knowing the collective mission, vision, and core values	[EDU 500 AND (EDU569 or EDU525)] or EDU 600 and EDU 620	Current Issues in School Administration and (Visionary Leadership or Educational Foundations) or Issues in School Superintendency and Effective School Community Relation	
c. Understands and can demonstrate how multiple sources of data are connected to a mission, vision, core values, and the legal and ethical handling of information	[EDU 500 AND (EDU569 or EDU525)] or EDU 600 and EDU 583	Current Issues in School Administration and (Visionary Leadership or Educational Foundations) and Issues in School Superintendency Performance Assessment	
<b>2. Instructional School Leadership</b>			
a. Understands standards and can demonstrate how they apply to horizontal and vertical alignment of local curricula and content areas	EDU573 or (EDU545/546 and EDU553/554)	Instructional Leadership or Elementary Curriculum and Secondary Curriculum	3 6
b. Understands a variety of research-based instructional practices and can demonstrate how to appropriately match learning content	EDU573 or EDU545/546 and EDU553/554 and EDU 583	Instructional Leadership or Elementary Curriculum and Secondary Curriculum Performance Assessment	

c.	Understands and engages in meaningful feedback related to teacher professional growth	EDU573 or EDU545/546 and EDU553/554 and EDU 583	Instructional Leadership or Elementary Curriculum and Secondary Curriculum  Performance Assessment	
d.	Understands and demonstrates how to assess student learning using a variety of formal and informal assessments	EDU573 or EDU545/546 and EDU553/554	Instructional Leadership or Elementary Curriculum and Secondary Curriculum	
		<b>Course Number</b>	<b>Course Title</b>	<b>Sem. Hours</b>
e.	Engages in and demonstrates meaningful observation and feedback related to effective instructional practice	EDU573 or EDU545/546 and EDU553/554 And EDU 583	Instructional Leadership or Elementary Curriculum and Secondary Curriculum Performance Assessment	
f.	Understands and can demonstrate multiple strategies for analyzing data to inform the instructional process	(EDU 573 or (EDU 545/553 and 546/554)) and (EDU 590 or EDU 610) and EDU 583	(Instructional Leadership or Elementary Curriculum and Secondary Curriculum) and (Appraisal of Student Learning or Utilizing Statistical Procedures) and Performance Assessment	3
g.	Understands the principles of adult learning and demonstrates how these help develop teacher capacity	EDU573 or EDU545/546 and EDU553/554 And EDU 583	Instructional Leadership or Elementary Curriculum and Secondary Curriculum Performance Assessment	
<b>3. Managerial School Leadership</b>				
a.	Knows and can demonstrate how a safe and functional school facility and grounds support student learning	EDU572 or  EDU535/551 and EDU 536/552	Managerial Leadership or  Elementary Administration and Secondary Administration	3 or  6
b.	Understands and can demonstrate how to evaluate routines, procedures, and schedules to support the school environment	EDU572 or  EDU535/551 and EDU 536/552  and EDU 583	Managerial Leadership or  Elementary Administration and Secondary Administration  Performance Assessment	
c.	Understands the tools and can demonstrate the skills required to determine key attributes of effective personnel and the legal and ethical decisions impacting evaluation	EDU 585 or EDU 680	School & Law or Advanced School Law	3
d.	Understands and can demonstrate the necessity of establishing and communicating clear expectations, guidelines, and procedures, which respect the rights of all staff and students	EDU572 or  EDU535/551 and EDU 536/552 and EDU 583 and EDU 597 or EDU 697	Managerial Leadership or  Elementary Administration and Secondary Administration  Performance Assessment Field Experience 2/School Leadership Building Level Capstone Sup. Field Experience	3
e.	Understands and can demonstrate the role of observation, feedback, and intervention for improving or removing personnel	EDU572 or  EDU535/551 and EDU 536/552	Managerial Leadership or  Elementary Administration and Secondary Administration	
f.	Is knowledgeable of and can reflectively evaluate and communicate legal and ethical requirements regarding personnel records and reports	EDU 585 or EDU 680	School Law or Advanced School Law	
g.	Understands and can communicate the legalities of how a school budget works and the major sources of revenue available to support school goals and priorities	EDU572 or  EDU535/551 and EDU 536/552	Managerial Leadership or  Elementary Administration and Secondary Administration	

h. Understands and can communicate how non-fiscal resources support school goals and priorities	EDU572 or EDU535/551 and EDU 536/552	Managerial Leadership or Elementary Administration and Secondary Administration	
	<b>Course Number</b>	<b>Course Title</b>	<b>Sem. Hours</b>
<b>4. Relational School Leadership</b>			
a. Knows how and why analysis of student demographics is used to determine the overall diversity of a school and can explain its impact on the teaching and learning process	EDU570 or EDU 640	Supervision Human Resources Administration	3
b. Understands and can communicate the in-school and out-of-school strategies and resources available to support the welfare of each student	EDU570 or EDU 640	Supervision Human Resources Administration	
c. Understands and can demonstrate how to build positive relationships in support of student learning and well-being	EDU570 or EDU 640 and EDU 583	Supervision Human Resources Administration Performance Assessment	
d. Understands and can demonstrate the components of building effective relationships with staff and cultivating ethical behaviors in others	EDU570 or EDU 640	Supervision Human Resources Administration	
e. Understands and can demonstrate how to develop a culture of support and respect among staff	EDU570 or EDU 640	Supervision Human Resources Administration	
f. Serves as a teacher leader and understands and demonstrates the importance of promoting teacher leadership	EDU570 or EDU 640	Supervision Human Resources Administration	
g. Understands and can communicate a variety of strategies and legal implications for building relationships with families	EDU572 or EDU535/551 and EDU 536/552	Managerial Leadership or Elementary Administration and Secondary Administration	
h. Recognizes the importance of and can demonstrate how to build positive relationships with other community stakeholders	EDU570 or EDU 640	Supervision Human Resources Administration	
	<b>Course Number</b>	<b>Course Title</b>	<b>Sem. Hours</b>
<b>5. Innovative School Leadership</b>			
a. Recognizes and can apply the knowledge, skills, and best practices that support continuous professional growth	EDU568 or EDU 520 or EDU 673 and EDU 572 and EDU 583	Action Research Research Design Urban Issues and Managerial Leadership and Performance Assessment	3
b. Understands and has the capacity to develop professional networks as a key element of professional growth	EDU 500 and (EDU 569 or EDU525) or (EDU 600 and EDU 572)	Issues in School Administration and Visionary Leadership or Foundations of Educational Leadership or Issues in School Superintendency and Managerial Leadership	
c. Understands the importance of reflection and demonstrates a commitment to ongoing learning	EDU569 or EDU 600 or EDU525 and EDU 583	Visionary Leadership or Issues in School Superintendency or Foundations of Educational Leadership and Performance Assessment	
d. Understands and can demonstrate the importance of feedback for improving performance	EDU569 or EDU525 or EDU 600	Visionary Leadership or Foundations of Educational Leadership or Issues in School Superintendency	
e. Understands and can demonstrate how time management is a key factor for maintaining a focus on school priorities	EDU569 or EDU525 or EDU 600	Visionary Leadership or Foundations of Educational Leadership or Issues in School Superintendency	
f. Recognizes and can demonstrate that beliefs based on new knowledge and understandings are used as a catalyst for change	EDU569 or EDU 600 or EDU525 and EDU 583	Visionary Leadership or Issues in School Superintendency or Foundations of Educational Leadership and Performance Assessment	

g. Demonstrates flexibility by being willing to vary an approach when circumstances change, and models ethical personal conduct	EDU569 or EDU 600 or EDU525	Visionary Leadership or Issues in School Superintendency or Foundations of Educational Leadership	
<b>Professional Requirements - Total Semester Hours</b>			<b>27.5-33.5</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>Sem. Hours</b>
<b>Clinical Experiences must contain the following:</b> 1. Major clinical experience in either an elementary or secondary school placement for a minimum of two hundred (200) clock hours divided into the required number of hours per leadership domain; 2. Minor clinical experience in either an elementary or secondary school placement for a minimum of fifty (50) clock hours divided into the required number of hours per leadership domain; and 3. Fifty (50) clock hours completed at the discretion of the program and candidate divided among the leadership domains	EDU557 or EDU557 and EDU 577 or EDU599 and EDU 577 or EDU598 and EDU 577 or EDU591 and EDU 577 or EDU 597 and EDU 577	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 Administration and Supplemental Field Experience Field Experience and Supplemental Field Experience	3-4
<b>Field and Clinical Experiences - Total Semester Hours</b>			<b>3-4</b>

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