

FLORIDA DEPARTMENT OF EDUCATION CONTINUED PROGRAM APPROVAL STANDARDS FOR  
INITIAL TEACHER PREPARATION (ITP) PROGRAMS (Form ITP CAS-2015)#

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<b>Standard 1. Program Candidate and Completer Quality</b> The program ensures that candidates and completers are prepared to instruct prekindergarten through grade 12 (p-12) students to meet high standards for academic achievement.		
<b>Indicator 1.1:</b> Each program consistently applies admission requirements in accordance with section 1004.04(3)(b), F.S..		
<b>Annual Institutional Program Evaluation Plan (IPEP)</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
1. The program describes any changes that were implemented to admission policies, processes, methods and procedures used to admit candidates in meeting the admission requirements outlined in s. 1004.04(3)(b), F.S.  2. The program annually reports data and describes the following on candidates admitted under the 10% waiver provision: <ul style="list-style-type: none"> <li>• Assistance provided to and progress made by candidates for demonstrating the competencies required for certification; and</li> <li>• Current status of each candidate admitted under the 10% waiver provision.</li> </ul>	If the program admitted any candidates under the 10% waiver during the continued approval period, the following is required: <ul style="list-style-type: none"> <li>• A year-by-year institutional table reflecting how many candidates were admitted by program under the waiver; and</li> <li>• Summary describing the assistance and progress made by candidates for demonstrating the competencies required for certification.</li> </ul>	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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<b>Indicator 1.2:</b> The program must demonstrate that each completer possesses the required knowledge, skills, and professional behaviors relevant for professional practices and work characteristics in his or her field.		
<b>Annual Institutional Program Evaluation Plan (IPEP)</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
<ol style="list-style-type: none"> <li>1. The program describes any changes that were implemented for collecting and analyzing candidate performance data at the individual and program level to ensure each candidate’s mastery of the Uniform Core Curricula (UCC) and successfully passing each subsection of the Florida Teacher Certification Examination (FTCE).</li> <li>2. The program describes the assistance provided to and status of candidates who did not demonstrate mastery of competencies for each component of the UCC.</li> <li>3. The program describes the assistance provided to and status of candidates who were not successful in passing any subtest of the FTCE.</li> <li>4. The program reports the following information on any program completer who is employed in a Florida public school during the first 2 years immediately following completion of the program or following initial certification, whichever occurs first, and the district or charter school requests additional training for the educator.               <ul style="list-style-type: none"> <li>• Number of program completers reported under the 2-year guarantee;</li> <li>• School district or charter school where assistance was requested;</li> <li>• Description of the assistance provided by the program; and</li> <li>• Description of the outcomes of the assistance</li> </ul> </li> </ol>	<p>A program summary report is not required.</p>	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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<b>Indicator 1.3:</b> Program candidates and completers must demonstrate positive impact on p-12 student learning growth in the candidate’s and completer’s area(s) of certification as measured by student performance data.		
<b>Annual Institutional Program Evaluation Plan (IPEP)</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
<p>1. The program describes any changes that were implemented:</p> <ul style="list-style-type: none"> <li>• Evaluation method(s) utilized by program candidates to demonstrate positive impact on p-12 student learning; and</li> <li>• How data results were collected, evaluated and analyzed for determining program candidate impact on p-12 student learning growth during field and clinical experiences.</li> </ul> <p>2. The program describes any changes that were implemented:</p> <ul style="list-style-type: none"> <li>• P-12 student learning growth data gathered for each program completer within the first year of teaching after program completion; and</li> <li>• How data results were collected, evaluated and analyzed in determining program completer impact on p-12 student learning growth while employed in a Florida public school.</li> </ul>	<p>A program summary report is not required.</p>	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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<b>Standard 2. Field and Clinical Practices</b> The program ensures high-quality field and clinical experiences with high-quality feedback and support for each program candidate.		
<b>Indicator 2.1:</b> Postsecondary and school district personnel meet the requirements for supervision in accordance with s. 1004.04(5)(a-b), F.S.		
<b>Annual Institutional Program Evaluation Plan (IPEP)</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
1. The program describes any changes that were implemented for confirming, collecting and monitoring the qualifications of postsecondary program faculty and school district personnel to ensure that they meet state requirements outlined in s. 1004.04(5)(a-b), F.S. 2. Documentation shall include updated: <ul style="list-style-type: none"> <li>• Agreements between the program or institution and the school district, including school district personnel’s qualifications.</li> <li>• Faculty qualifications for supervision.</li> </ul>	A program summary report is not required.	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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<b>Indicator 2.2:</b> Field and clinical practices are completed in settings relevant to program objectives for the development of candidate skills.		
<b>Annual Institutional Program Evaluation Plan (IPEP)</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
<p>The program describes (if appropriate):</p> <ol style="list-style-type: none"> <li>1. Changes to the selection and monitoring process for determining field and clinical settings relevant to the program’s objectives, including a variety of sites that represent the full spectrum of school communities in multiple contexts.</li> <li>2. Description of specific settings for field and clinical practices for the reporting year.</li> <li>3. Changes to how program candidates receive feedback on their progress through field and clinical experiences.</li> <li>4. Remediation that was provided to program candidates who were unsuccessful in field and clinical experiences.</li> </ol>	<p>A program summary report is not required.</p>	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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**Standard 3. Program Effectiveness**

The program supports continuous improvement that is sustained and evidence-based, and that evaluates the effectiveness of its candidates and completers.

**Indicator 3.1:** The program routinely and systematically examines candidate and completer performance and impact.

<b>Annual Institutional Program Evaluation Plan (IPEP).</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
<p>1. The program provides aggregated data in the reporting year on program candidates and program completers including, but not limited to:</p> <ul style="list-style-type: none"> <li>• Impact of p-12 student learning for all program completers employed in Florida public schools (Standard 1.3).</li> <li>• Program completers' performance as evidenced by the Annual Program Performance Report Card (APPR) (Standard 1.3).</li> <li>• Assistance provided to any program completer(s) as a result of the 2-year guarantee (Standard 1.2).</li> <li>• Impact of p-12 student learning for all program candidates during field and clinical experiences (Standard 1.3).</li> <li>• Program candidates' culminating field and clinical experience performance evaluations in demonstration of mastery of the UCC (Standard 1.2).</li> <li>• Program candidates' FTCE subtest results at the competency level (Standard 1.2).</li> <li>• Program candidate data admitted under the 10% waiver (Standard 1.1).</li> <li>• Other program candidate or program completer outcome data results considered by the program.</li> </ul>	<p>1. The program prepares a summary or synthesis of data collected over the continued approval period as evidenced in the annual IPEPs and describes patterns and themes of changes made to the program as a result of data analysis; and</p> <p>2. The program prepares a description of the remedies and outcomes for any APPR performance metric category receiving a Level One or Level Two score during the review period.</p>	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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<p>2. The program describes for the reporting year how it analyzed the aggregated program candidate and program completer outcome data, and determined areas of need or weaknesses for consideration for program improvement.</p>		
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<b>Indicator 3.2:</b> The program uses results of data collection to enhance program elements and capacity for impacting p-12 student learning.		
<b>Annual Institutional Program Evaluation Plan (IPEP).</b>	<b>Continued Approval Program Summary Report</b>	<b>Continued Approval Site Visit</b>
<p>The program describes for the reporting year:</p> <ol style="list-style-type: none"> <li>1. Specific program elements identified by aggregated data analyses that were determined as areas of strength or areas of weakness for continuous program improvement.</li> <li>2. Stakeholders (roles and responsibilities) involved in the decision-making process for determining the enhancement of program elements and capacity for impacting p-12 student learning.</li> <li>3. Specific programmatic enhancements and changes that were made (or will be made) as a result of the decision-making process.</li> </ol>	<ol style="list-style-type: none"> <li>1. The program prepares a continued approval period summary or synthesis of continuous improvement outcomes that include:                             <ul style="list-style-type: none"> <li>• Stakeholder involvement in programmatic decision-making; and</li> <li>• How it used the data results for program enhancements and programmatic changes.</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>• Off-site: Department identifies questions or areas that need further examination as a result of review of annual IPEPs.</li> <li>• On-site: Department seeks evidence in the form of interviews, classroom observations and by other means to resolve questions, identify exemplars and highlight continuous improvement.</li> </ul>

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**Continued Approval Site Visit**

**Scoring Rubric**

<b>Continued Approval Summative Rating Scoring Rubric</b>	<b>Level 4 4 points</b>	<b>Level 3 3 points</b>	<b>Level 2 2 points</b>	<b>Level 1 1 point</b>
<p>Each indicator for each continued approval standard is reviewed and scored as follows:</p> <p>3 = Acceptable</p> <p>Evidence provided by the program meets requirements for the standard’s indicator.</p> <p>2 = Needs Improvement</p> <p>Evidence provided by the program meets some of the requirements for the standard’s indicator.</p> <p>1 = Unacceptable</p> <p>Evidence provided by the program does not meet requirements for the standard’s indicator.</p>	<p>“Acceptable” for all indicators of Standards 1, 2 and 3</p>	<p>Does not meet criteria for Level 4 but meets the following criteria: “Acceptable” for each indicator of Standard 3, and indicators 1.2 and 1.3 of Standard 1, and no score of “Unacceptable” in any indicator of Standards 1 and 2</p>	<p>“Needs Improvement” for one or more indicators of Standard 3 and no score of “Unacceptable” in any indicator of Standards 1 and 2</p>	<p>“Unacceptable” on any indicator of Standards 1, 2 and 3</p>