FLORIDA DEPARTMENT OF EDUCATION CONTINUED PROGRAM APPROVAL STANDARDS FOR PROFESSIONAL DEVELOPMENT CERTIFICATION PROGRAMS (PDCP) (Form PDCP CAS-2015)#

Standard 1. Program Candidate and Completer Quality
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.

Indicator 1.1: Each program consistently applies requirements prescribed in s. 1012.56(8), F.S., for admission.

Annual District Program Evaluation Plan (DPEP)	Continued Approval Program Summary Report	Continued Approval Site Visit
1. The program describes any changes that were implemented to admission policies, processes, methods and procedures used to determine eligibility for participation in the program. 2. The program describes any changes it has made to the process for the annual collection, monitoring and reporting of data on candidates admitted to the program.	A program summary report is not required.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

Indicator 1.2: 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.		
Annual District Program Evaluation Plan (DPEP)	**Continued Approval Program Summary Report**	**Continued Approval Site Visit**
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). 2. The program describes any changes that were implemented for the minimum period of initial preparation prior to assuming duties as the teacher-of-record, as specified in s. 1012.56(8)(a)1., F.S. 3. The program describes the assistance provided to and status of candidates who did not demonstrate mastery of competencies for each component of the UCC. 4. The program describes the assistance provided to and status of candidates who were not successful in passing any subtest of the FTCE.	A program summary report is not required.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

Indicator 1.3: 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.		
Annual District Program Evaluation Plan (DPEP)	**Continued Approval Program Summary Report**	**Continued Approval Site Visit**
1. The program describes any changes that were implemented: • Evaluation method(s) utilized by program candidates to demonstrate positive impact on p-12 student learning; and • How data results were collected, evaluated and analyzed for determining program candidate impact on p-12 student learning growth during field experiences. 2. The program describes any changes that were implemented: • P-12 student learning growth data gathered for each program completer within the first year of teaching after program completion; and • 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.	A program summary report is not required.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

Standard 2. Field and Clinical Practices
The program ensures high-quality field and clinical experiences with high-quality feedback and support for each program candidate.

Indicator 2.1: Experienced peer mentors meet the requirements for mentoring prescribed in s. 1012.56(8)(a)3., F.S.

Annual District Program Evaluation Plan (DPEP)	Continued Approval Program Summary Report	Continued Approval Site Visit
1. The program describes any changes that were implemented for ensuring, collecting and monitoring data on the qualifications of peer mentors assigned to each program candidate.	A program summary report is not required.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

Indicator 2.2: Peer mentors provide documented high-quality feedback and support in the development of candidate skills.

Annual District Program Evaluation Plan (DPEP)	Continued Approval Program Summary Report	Continued Approval Site Visit
The program describes: 1. Changes to how program candidates receive feedback on their progress, including strategies for improvement. 2. Remediation that was provided to program candidates who were not proficiently progressing. 3. Changes to processes for documenting the mentoring, coaching and feedback that supports each program candidate's progression throughout the program.	A program summary report is not required.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

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.

Annual District Program Evaluation Plan (DPEP).	Continued Approval Program Summary Report	Continued Approval Site Visit
1. The program provides aggregated data in the reporting year on program candidates and program completers including, but not limited to: • Impact of p-12 student learning for all program completers employed in Florida public schools (Standard 1.3). • Program completers' performance as evidenced by the Annual Program Performance Report Card (APPR) (Standard 1.3). • Impact of p-12 student learning for all program candidates during field experiences (Standard 1.3). • Program candidates' culminating performance evaluations in demonstration of mastery of the UCC (Standard 1.2). • Program candidates' FTCE subtest results at the competency level (Standard 1.2). • Other program candidate or program completer outcome data results considered by the program. 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.	1. The program prepares a summary or synthesis of data collected over the continued approval period as evidenced in the annual DPEPs and describes patterns and themes of changes made to the program as a result of data analysis; and 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.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

Indicator 3.2: The program uses results of data collection to enhance program elements and capacity for impacting p-12 student learning.		
Annual District Program Evaluation Plan (DPEP).	**Continued Approval Program Summary Report**	**Continued Approval Site Visit**
The program describes for the reporting year: 1. Specific program elements identified by aggregated data analyses that were determined as areas of strength or areas of weakness for continuous program improvement. 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. 3. Specific programmatic enhancements and changes that were made (or will be made) as a result of the decision-making process.	1. The program prepares a continued approval period summary or synthesis of continuous improvement outcomes that include: • Stakeholder involvement in programmatic decision-making; and • How it used the data results for program enhancements and programmatic changes.	• Off-site: Department identifies questions or areas that need further examination as a result of review of annual DPEPs. • 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.

Continued Approval Site Visit
Scoring Rubric

Continued Approval Summative Rating Scoring Rubric	Level 4 4 points	Level 3 3 points	Level 2 2 points	Level 1 1 point
Each indicator for each continued approval standard is reviewed and scored as follows: 3 = Acceptable Evidence provided by the program meets requirements for the standard's indicator. 2 = Needs Improvement Evidence provided by the program meets some of the requirements for the standard's indicator. 1 = Unacceptable Evidence provided by the program does not meet requirements for the standard's indicator.	"Acceptable" for all indicators of Standards 1, 2 and 3	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	"Needs Improvement" for one or more indicators of Standard 3 and no score of "Unacceptable" in any indicator of Standards 1 and 2	"Unacceptable" on any indicator of Standards 1, 2 and 3