



Lillian M. Lowery, Ed.D.
State Superintendent of Schools

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TO: Members of the State Board of Education
FROM: Lillian M. Lowery, Ed.D. *L.M. Lowery*
DATE: August 26, 2014
SUBJECT: Proposed changes to COMAR 13A.12.04.02, Supportive Services Personnel, and COMAR 13A.12.04.03, Superintendent
APPROVAL

PURPOSE:

The purpose of this item is to request your approval of the proposed changes to COMAR 13A.12.04.02, (formerly known as Assistants in Administration and Supervision), and COMAR 13A.12.04.03, Superintendent.

BACKGROUND INFORMATION:

At your April 22, 2014 meeting, you reviewed proposed changes to the aforementioned regulations and determined that a Joint Conference Committee was not needed. The proposed changes were published in the *Maryland Register* on June 13, 2014.

The public comment period ended July 14, 2014. There were no comments received. The proposed regulations do not have any economic impact nor do they have an impact on individuals with disabilities. There is no corresponding federal standard for the proposed action.

SUMMARY:

The proposed changes to COMAR 13A.12.04.02, now called Supportive Services Personnel, and COMAR 13A.12.04.03, Superintendent, represent the collaborative efforts of the Work Group, with feedback during the development process from the Public School Superintendents Association (PSSAM), and other representative educator organizations.

ACTION:

I am requesting approval of the proposed changes to COMAR 13A.12.04.02, (formerly Assistants in Administration and Supervision) Supportive Services Personnel, and COMAR 13A.12.04.03, Superintendents.

LML: jes

Attachment

developed by the Maryland State Department of Education in collaboration with local school systems.

K. (text unchanged)

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Subtitle 12 CERTIFICATION

13A.12.04 Administrators and Supervisors

Authority: Education Article, §§2-205, 2-303(g), and 6-701—6-705,
Annotated Code of Maryland

Notice of Proposed Action

[14-173-P]

The Professional Standards and Teacher Education Board proposes to amend Regulations .02 and .03 under COMAR 13A.12.04 Administrators and Supervisors. This action was considered at the Professional Standards and Teacher Education Board meeting on April 3, 2014.

Statement of Purpose

The purpose of this action is to align these certification regulations to other existing regulations, requiring renewal credits for Regulation .02 and allowing reciprocity for the superintendent certification for Regulation .03.

Comparison to Federal Standards

There is no corresponding federal standard to this proposed action.

Estimate of Economic Impact

The proposed action has no economic impact.

Economic Impact on Small Businesses

The proposed action has minimal or no economic impact on small businesses.

Impact on Individuals with Disabilities

The proposed action has no impact on individuals with disabilities.

Opportunity for Public Comment

Comments may be sent to Jean Satterfield, Assistant State Superintendent, Division of Educator Effectiveness, Maryland State Board of Education, 200 West Baltimore Street, Baltimore, Maryland 21201, or call 410-767-0385 (TTY 410-333-6442), or email to jsatterfield@msde.state.md.us, or fax to 410-333-8963. Comments will be accepted through July 14, 2014. A public hearing has not been scheduled.

Open Meeting

Final action on the proposal will be considered by the Professional Standards and Teacher Education Board during a public meeting to be held on September 4, 2014, at 200 West Baltimore Street, Baltimore, Maryland 21201.

.02 [Assistants in Administration and Supervision] Supportive Services Personnel.

A. Purpose. The State Superintendent of Schools may certify as [an assistant in administration and supervision] *Supportive Services Personnel* a qualified employee of a local school system who is assigned to administrative or supervisory responsibilities not otherwise covered in these regulations, and who has responsibilities comparable to those assigned to persons who hold specific supervisory certificates.

B. Education [and Experience]. An applicant for certification as *Supportive Services Personnel* shall have a bachelor's degree or higher appropriate to the area of responsibility from an IHE. [an

assistant in administration and supervision shall meet one of the following:

- (1) Have completed a 4-year course in an approved college; or
- (2) Have achieved equivalent status in the judgment of the State Superintendent of Schools by having appropriate certification from the board controlling the professional practice of the specialty and 3 years experience in the special field.]

C. *This certificate is issued at the request of a local school superintendent.*

[C.] D. Special Provision. [An assistant in administration and supervision shall be exempt from the requirements for recent credit and credit for renewal of certificate unless required by the local superintendent of schools.] *An individual certified as Supportive Services Personnel must meet the certificate requirements as specified in 12.01.06B—E. An individual with this certification may renew the Advanced Professional Certificate by presenting 6 semester hours of acceptable credit from an IHE or Department-approved Continuing Education Units (CEUs), a list of which is maintained by the Department.*

.03 Superintendents.

The requirements for certification as a superintendent, deputy superintendent, associate superintendent, assistant superintendent or equivalent position are that the applicant shall:

[A. Meet the requirements for certification in early childhood education, elementary education or a secondary education area;]

[B.] A. (text unchanged)

[C.] B. Have 3 years of [successful] *satisfactory* teaching experience and 2 years of *satisfactory* administrative or supervisory experience in a *PreK-12 school setting*; and

[D.] C. [Have successfully completed a 2-year program with graduate courses in administration and supervision in an institution or institutions approved by an accrediting agency recognized by the State Superintendent of Schools. Graduate work under §B may be applied toward the requirements of this section, provided that a minimum of 60 semester hours of graduate work is presented.] *Submit a minimum of 24 credits of post-master's, graduate coursework in educational administration and supervision to include a balance of course work in the following:*

- (1) *Developing and Articulating Shared Vision;*
- (2) *Organizational Management;*
- (3) *Promoting and Maintaining a Positive School Culture and Instructional Program for Learning;*
- (4) *Demonstrating Values and Ethics of Leadership; and*
- (5) *Collaboration with Diverse Stakeholders.*

D. *A superintendent who enters Maryland from another state may obtain superintendent certification if that superintendent held a valid professional state certificate and presents verification of at least 27 months of satisfactory performance as a superintendent during the past 7 years on the basis of which application is being made for a like or comparable Maryland certificate.*

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