



Compliance Audit Report Summer of 2009 Region XIV Education Service Center Initial Teacher Certification Program

According to Texas Administrative Code (TAC) §228.10(c), "An entity approved by the SBEC under this chapter...shall be reviewed at least once every five years under procedures approved by the Texas Education Agency (TEA) staff; however, a review may be conducted at any time at the discretion of the TEA staff." Per TAC §228.1(c), "All educator preparation programs are subject to the same standards of accountability, as required under Chapter 229 of this title." The Texas Education Agency administers Texas Administrative Code rules required by the Texas legislature for the regulation of all educator preparation programs in the state. Please see the complete Texas Administrative Code at www.tea.state.tx.us for details.

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Program Specialist, Mixon Henry, conducted a Texas Education Agency Compliance Desk Audit of Region XIV Education Service Center. The focus of the compliance audit was the initial teacher certification program. The following are findings and recommendations for program improvement.

SCOPE OF THE COMPLIANCE AUDIT:

The scope of the audit was restricted solely to verifying compliance with Texas Administrative Code §227, §228, §229,

Data Analysis:

Information concerning compliance with Texas Administrative Code (TAC) governing educator preparation programs was collected by various qualitative means. A self-report was submitted to the Texas Education Agency via Survey Monkey along with requested verifying documents. Because student records contain confidential information and could not be transmitted to TEA, student records were checked by the program using a check list supplied by TEA. In addition, electronic questionnaires developed by TEA were sent to Region XIV Education Service Center stakeholders. Sixty-three (63) stakeholders responded to the questionnaires: Three (3) advisory committee members; seventeen (17) student teachers, clinical teachers, interns; three (3) field supervisors; ten (10) principals; and nine (9) cooperating teachers/mentors responded. Qualitative and quantitative methodologies of content analysis, cross-referencing, and triangulation of the data were used to evaluate the evidence. Evidence of compliance was measured using a rubric aligned with Texas Administrative Code. After the review of the

information, the program specialist arranged a telephone debrief to cover the findings of the audit. The findings were incorporated into the original survey monkey form and sent to the program. This summary report provides the findings and recommendations resulting from the audit.

COMPONENT I: Governance of Educator Preparation Programs- Texas Administrative Code (TAC) §228.20

FINDINGS:

Education Service Center (ESC) Region XIV is in compliance with all rules regarding the Advisory Committee (AC) and governance of the program according to Texas Administrative Code (TAC) Chapter Rule 228 & § 228.20 (b) & § 228.35 (d). The Advisory Committee has been in operation since 1991 and still serves in support of the program. According to the self-report, the Advisory Committee meets twice yearly. This was confirmed by dates given in self-report and materials in the document review. The AC agendas submitted in the document review and Advisory Committee members' interviews substantiate that a collaborative effort exists. In reviewing interviews of AC members, specific input to the program is sought and given about policy making and program evaluation.

Based on the evidence presented, Region XIV Education Service Center is in compliance with Texas Administrative Code §228.20 – Governance of Educator Preparation Programs.

COMPONENT II: ADMISSION CRITERIA - Texas Administrative Code (TAC) §227.10

FINDINGS:

ECS Region XIV is in compliance with program admission criteria according to TAC Rule § 227.10. Additional criteria consists of passing the Watson-Glaser Critical Thinking Test, submitting the writing component in the program application, face-to-face interview with program staff, and a criminal background check with the Department of Public Safety. For applicants with degrees from outside of the United States, university transcripts must be evaluated and a passing grade on the Test of English as a Foreign Language (TOEFL) must be obtained. All applicants must have a combination of 24 semester hours in Mathematics, Social Studies, Natural Sciences and English with a minimum of 3 hours required in each of these four core subjects with a total Grade Point Average (GPA) of 2.5 or 30 points above passing on all areas of the Texas Higher Education Assessment (THEA). ESC Region XIV recruiting practices include program website, program created catalog and brochure, career and job fairs, university and community college visits, and local media outlets (TV, radio, newspaper, and billboards).

Based on the evidence presented, Region XIV Education Service Center is in compliance with TAC §227 - Admission Criteria.

COMPONENT III: CURRICULUM - Texas Administrative Code (TAC) §228.30

FINDINGS:

ESC Region XIV is in compliance with TAC Rule §228.30 regarding curriculum. The 17 topics for Pedagogy and Professional Responsibility (PPR) are embedded throughout the training. Responses to electronic questionnaires by interns identify and confirm that the curriculum topics are taught during coursework. Technology is also taught throughout the curriculum. It then becomes the focus of a full day of training with the culminating activity requiring candidates to demonstrate technology enhanced lessons in two separate projects. The candidates' lessons may include Smart Boards, Promethean Boards, graphing calculators, data collecting devices, and other types of technology. Each of ESC Region XIV's instructional staff has advanced degrees, a Texas Standard Teaching Certificate, and five or more years of teaching in the content area.

Based on evidence presented, Region XIV Education Service Center is in compliance with Texas Administrative Code Section §228.30 – Educator Preparation Curriculum.

COMPONENT IV: Preparation Program Coursework and/or Training (TAC) §228.35

FINDINGS:

ESC Region XIV is in compliance with TAC Rule §228.35 in regards to program delivery and ongoing support. Field experience of 30 hours or more is documented by logs and observation forms that are kept in the interns' folders. Twelve hours of mentor training is offered by the program. If mentors do not attend the program training, documentation of training must be submitted by the mentor. Mentor questionnaires revealed they had been trained but to some mentors it was unclear as to who provided the training. The program has twelve hours of test preparation to support the candidates. Field Supervisors for the program are ESC Region XIV staff members who supervise between 4-15 interns (depending on traveling distance). Each intern is observed a minimum of three times per school year. Observations last for 45 minutes or more. Written and oral feedback is provided to interns, and a written copy of the observation is given to the principal.

Based on evidence presented, Region XIV Education Service Center is in compliance with Texas Administrative Code Section §228.35 – Program Delivery and On-Going Support.

COMPONENT V: Assessment and Evaluation of Candidates for Certification and Program Improvement – Texas Administrative Code (TAC) §228.40

FINDINGS:

ESC Region XIV is in compliance of TAC Rule §228.40 in regard to assessment and evaluation of candidates. Candidates are assessed throughout the coursework by benchmark tests and evaluation activities to note progress and readiness to enter their internship. The 100% success rate on TExES exams indicates success in determining content and PPR knowledge of the

candidates. ESC Region XIV's program evaluation is completed by Stetson and Associates. This program evaluation surveys interns, mentors, and campus administrators for a broad view of program satisfaction. The course work and instructors are evaluated by participants at the end of each course. All of the evaluations are then reviewed and discussed by program administrators and Advisory Committee members to determine if changes are needed prior to the next cohort.

Based on evidence presented, Region XIV Education Service Center is in compliance with Texas Administrative Code §228.40 – Assessment and Evaluation of Candidates for Certification and Program Improvement.

PROGRAM RECOMMENDATIONS

Program Compliance Recommendations are based on the findings of the Texas Education Agency compliance audit. If the program is out of compliance with any component, please consult the Texas Administrative Code (TAC) and correct the issue IMMEDIATELY. General Recommendations are suggestions for program improvement only.

PROGRAM COMPLIANCE RECOMMENDATIONS: In order to meet requirements of Texas Administrative Code governing educator preparation programs, the following recommendations must be implemented immediately:

None at this time.

OTHER PROGRAM RECOMMENDATIONS:

None at this time.