

Item 7:**Consider and Take Appropriate Action on Request to Approve a New Class of Certificate at University of North Texas-Dallas****DISCUSSION AND ACTION**

SUMMARY: This item provides the State Board for Educator Certification (SBEC) an opportunity to approve a request by The University of North Texas at Dallas (UNT-Dallas), an approved educator preparation program (EPP), located in Dallas, Texas, to offer the Superintendent class of certificate in the alternative certification route as part of their certificate inventory. Texas Education Agency (TEA) staff reviewed the proposal and found that it complied with provisions of 19 TAC Chapter 227, Provisions for Educator Preparation Candidates, Chapter 228, Requirements for Educator Preparation Programs, Chapter 229, Accountability System for Educator Preparation Programs, Chapter 230, Professional Educator Preparation and Certification, Subchapter B, General Certification Requirements, and Chapter 242, Superintendent Certificate.

STATUTORY AUTHORITY: The statutory authority related to the approval of educator preparation programs are the Texas Education Code, §21.0443 and §21.044.

EFFECTIVE DATE: Upon SBEC approval with enrollment to begin Fall 2025.

BACKGROUND INFORMATION AND JUSTIFICATION: The SBEC approves all new classes of certificates that are offered through an EPP. An EPP must be rated “Accredited” under the Accountability System for Educator Preparation Programs (ASEP) to be eligible to add new classes to program offerings. The EPP prepares an extensive and complete application addressing the SBEC-required components identified in the chart below. The proposal is reviewed by several TEA staff members who hold extensive discussions with the applying entity to ensure compliance with the SBEC rules for the certification class being requested. The UNT-Dallas application meets the minimum requirements for approval by the SBEC to offer the Superintendent class of certificate in the alternative certification route.

SBEC-Required Components	
Component	Component Description
1. Governance (19 TAC §228.25)	Pertaining to the EPP’s advisory committee functions, responsibilities, and program amendments.
2. Admission (19 TAC §227.10 and 19 TAC §242.5)	Pertaining to the admission criteria required of all applicants seeking initial certification in any class of certificate and pertaining to minimum requirements for admission into a superintendent preparation program.
3. Educator Preparation Curriculum (19 TAC §228.57)	Pertaining to standards-based curriculum required of all candidates seeking certification.

4. Preparation Program Coursework and/or Training (19 TAC Chapter 228, Subchapters D, E, and F)	Pertaining to how the educator preparation program prepares candidates for educator certification and ensures they are effective in the educator assignment.
5. Assessment and Evaluation of Candidates for Certification and Program Improvement (19 TAC §228.31(c) & §228.25(e))	<p>Pertaining to how the EPP has established benchmarks and structured assessments of a candidate's progress throughout the EPP.</p> <p>Pertaining to how the EPP continuously evaluates the design and delivery of the EPP components based on performance data, scientifically based research practices, and the results of internal and external feedback and assessments.</p>
6. Professional Conduct (19 TAC §228.31(j))	Pertaining to how the educator preparation program ensures that the individuals preparing candidates and the candidates themselves understand and adhere to Chapter 247 relating to the Educators' Code of Ethics.
7. Complaints and Investigations Procedures (19 TAC §228.121 and 19 TAC §228.123)	Pertaining to the EPP's responsibilities for maintaining a process through which a candidate or former candidate in an EPP, an applicant for candidacy in an EPP, an employee or former employee of an EPP, a cooperating teacher, a host teacher, a mentor, a site supervisor, or an administrator in a public or private school that serves as a site for clinical experiences may submit a complaint about an EPP for investigation and resolution.
8. Certification Procedures (19 TAC Chapter 230, and §242.20)	Pertaining to the requirements for the issuance of certificates.
9. Required Submission of Information, Surveys, and Other Data (19 TAC §229.3)	Pertaining to all data and information an educator preparation program must submit to TEA.
10. Proactive instructional planning techniques throughout the coursework for candidates and across content areas and inclusive practices for all students, including students with disabilities, throughout	Pertaining to coursework and training provided to candidates on proactive instructional planning techniques and inclusive practices for teaching all students, including students with disabilities.

coursework and clinical experience for candidates (TEC §21.0443(b)(1-2) and 19 TAC §228.57(c)(9))	
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In addition to the table above that outlines the minimum components for approval, the attachment includes an executive summary, prepared by the EPP, that provides additional information about the program and how the proposed new class meets or exceeds the SBEC's minimum requirements.

Certification Class Requested: Superintendent

Anticipated Enrollment Start Date: Upon approval by the SBEC for Fall 2025

Anticipated Number of Educators for the First Year: 30

Cost of the Program per Participant: \$5,338

PUBLIC AND STUDENT BENEFIT: The addition of this new certification class offered by the University of North Texas at Dallas (UNT-Dallas) will increase the number of qualified superintendents in Texas.

MOTION TO BE CONSIDERED:

Approve the University of North Texas at Dallas (UNT-Dallas) application to offer the Superintendent certificate class in the alternative certification route as presented.

Staff Members Responsible:

Lorrie Ayers, Director of EPP Management

Jennifer Gonzalez, Education Specialist, Educator Preparation

Attachment:

Executive Summary for UNT-Dallas, Superintendent Certificate Class

ATTACHMENT

Executive Summary for The University of North Texas-Dallas, Superintendent Certificate Class

Introduction

This executive summary has been prepared by the University of North Texas at Dallas (UNT-Dallas). UNT-Dallas is seeking approval to offer a Superintendent Certificate through a one-year, alternative-certification route. Based in southern Dallas, the UNT-Dallas educator preparation program (EPP) is designed to primarily serve the Dallas-Fort Worth metroplex while remaining accessible to educational leaders throughout Texas. The program anticipates certifying approximately thirty candidates annually, beginning Fall 2025, at a cost of \$5,338.40 per candidate. This program addresses a critical need in North Texas, where rapid growth and increasing district complexity demand well-prepared leaders who understand urban and suburban school systems. The location of UNT-Dallas positions the program strategically to develop educational leaders who reflect and understand the communities they serve.

Component 1: Governance of Educator Preparation Programs

The University of North Texas at Dallas Superintendent Advisory Committee consists of 13 members including: two public school superintendents, a charter school chief financial officer (CFO), two higher education faculty members, three business/community leaders, two education law attorneys, one special education consultant, one school board member, and one state senator. This diverse committee plays a critical role in guiding the program's design, delivery, evaluation, and policy development, ensuring alignment with state certification requirements. Members bring a wide range of expertise in educational leadership, finance, facilities management, community engagement, and legal compliance which contribute to the program's high standards and overall effectiveness.

Component 2: Admission Criteria

Admission into the Superintendent Program is a selective process designed to identify experienced and capable educational leaders. To be considered, applicants must hold a master's degree from an accredited institution of higher education and possess a valid Texas Principal Certification. A minimum of two years of teaching experience is required, along with official transcripts demonstrating a cumulative GPA of at least 2.5. Prospective candidates begin the application process by submitting their materials through the TK20 system. Each applicant must include a current resume and three professional recommendations from supervisors who can speak to their leadership potential and professional conduct. The screening process is comprehensive and multifaceted. Applicants are required to submit a written leadership essay and a district-level vision statement that reflects their understanding of educational leadership at the systems level. In addition, they must complete the Superintendent Disposition Assessment, which evaluates key leadership traits and readiness for district-level responsibilities. A final interview is conducted with program faculty and members of the Superintendent Advisory Committee. This interview assesses each candidate's leadership capacity and professional disposition and is evaluated using a standardized rubric to ensure fairness and consistency. Admission is granted only upon successful completion of all requirements. Candidates must sign and return an official acceptance letter issued by the Department of Educational Leadership to confirm their place in the program. Contingency admission is not permitted; all criteria must be fully met prior to enrollment.

Component 3: Educator Preparation Curriculum

The Superintendent Program at UNT-Dallas will offer four core courses for candidates to receive instruction that are aligned with 19 TAC §228.57(c)(1-10): EDLE 6400 (District School Finance), EDLE 6410 (Designing Learner-Centered Facilities), EDLE 6420 (Superintendent Leadership and School Board Relations), and EDLE 6430 (Educational Law and Sociocultural Research). All courses in the Superintendent Certification Program will be taught by faculty and adjunct instructors who each bring a minimum of three years of superintendent experience, ensuring instruction is grounded in real-world leadership practice. Candidate mastery will be evaluated through a combination of performance-based tasks, case studies, and authentic practicum experiences that reflect the complexities of district-level leadership. The hybrid program model provides flexible learning opportunities with ongoing support. Advisory committee input will ensure a current and effective curriculum.

Component 4: Preparation Program Coursework, Delivery & Ongoing Support

The Superintendent Program at UNT-Dallas will be delivered through a hybrid model that combines synchronous instruction via Zoom with asynchronous online coursework. The program consists of 16 semester credit hours (equivalent to 240 clock hours) and is designed to be completed in 12 months. Candidates enroll in two courses per semester, progressing through four 4-credit hour courses: EDLE 6400, 6410, 6420, and 6430. A key component of the program is a standards-based, 160-clock-hour practicum, which is integrated into the coursework and guided by faculty, a university field supervisor, and a practicing superintendent. Each candidate will be assigned a university field supervisor and a site supervisor to guide and evaluate their practicum experience. Field supervisors will complete a minimum of three formal in-person 45-minute observations and three informal observations per candidate, as required by TAC §228.117(b). Online instruction will be delivered through a high-quality learning management system developed in collaboration with faculty experts and instructional designers. Student progress will be closely monitored through learning analytics, discussion participation, and performance on assessments. Throughout the program, candidates will have access to comprehensive support, including technical assistance, faculty guidance, and individualized coaching from field supervisors. At this time, UNT-Dallas is in candidacy for Quality Matters Certification.

Component 5: Assessment & Evaluation of Candidates & Program

The Superintendent Program at UNT-Dallas will utilize a comprehensive assessment for candidate and program evaluation. Program-level evaluations occur biannually and include advisory committee reviews, candidate feedback, analysis of completion rates, TExES exam results, and employment outcomes. Faculty conduct curriculum reviews each semester to ensure alignment with state and national leadership standards. Candidates will be required to maintain a minimum GPA of 3.0, earn a grade of B or higher in all courses, complete all practicum evaluations, and develop a professional portfolio demonstrating mastery of superintendent standards. In accordance with TAC requirements, candidate progress will also be evaluated at designated benchmarks throughout the program to ensure readiness for practicum and certification. Successful completion of the TExES Superintendent exam will also be required for certification.

Component 6: Professional Conduct

During orientation, all candidates and program staff are required to read, acknowledge, and sign the Texas Educators' Code of Ethics. This signed acknowledgment is maintained in the TK20 system. Instruction on professional conduct and ethical leadership is integrated throughout the curriculum, with detailed expectations and policies outlined in the program handbook.

Component 7: Complaints Process

The Superintendent Program at UNT-Dallas implements a two-step complaints resolution process. Concerns should first be directed to the Program Coordinator, who will respond within five business days. If the issue is not resolved, it may be escalated to the Dean, who will also respond within five business days. All complaints are documented throughout the process. Detailed procedures, including how to file a complaint with the Texas Education Agency (TEA), are outlined in the program handbook.

Component 8: Issuance of Certificates

Candidates are recommended for standard superintendent certification upon successful completion of 16 semester credit hours with a minimum GPA of 3.0. Additional requirements include satisfactory evaluations of all practicum experiences, completion of a professional portfolio demonstrating mastery of superintendent standards, and a passing score on the TExES Superintendent exam. The program does not offer Intern or Probationary certificates. Once all program requirements are met, the certification officer verifies candidate eligibility and submits certification recommendations to the State Board for Educator Certification (SBEC) in accordance with the requirements outlined in 19 TAC Chapter 230.

Component 9: Data Reporting

The Superintendent Program at UNT-Dallas is committed to full compliance with all TEA data reporting requirements. The program ensures accurate record-keeping and timely submission of reports through the Accountability System for Educator Preparation (ASEP), in accordance with all state-mandated data collection and reporting procedures.

Component 10: Proactive Instructional Planning Techniques & Inclusive Practices for All Students, Including Students with Disabilities, in Coursework & Clinical Experiences

The Superintendent Program at UNT-Dallas integrates proactive instructional planning and inclusive leadership practices throughout its curriculum. Through case studies and field-based experiences, candidates examine district-level frameworks, special education policies, and equity-focused initiatives. They are guided to develop improvement strategies that address diverse student needs using program evaluation and data-driven decision-making. Candidates' proficiency in leading systemic change is assessed through a combination of performance tasks, evaluations, and portfolio artifacts. These assessments demonstrate their ability to implement strategies that support equitable outcomes for all learners.