

South Dakota Department of Education
and the
Council for the Accreditation of Educator Preparation

Partnership Agreement

In order to promote excellence in educator preparation by coordinating South Dakota state program approval and national accreditation reviews for educator preparation providers (EPPs), and to eliminate duplication of effort and reporting, the Council for the Accreditation of Educator Preparation (CAEP) and the South Dakota Department of Education (SDDOE) enter into this partnership agreement. This agreement describes the partnership and delineates the processes and policies for CAEP accreditation in South Dakota.

I. Standards for National Accreditation of Educator Preparation Providers

- A. CAEP educator preparation provider standards must be met on the basis of sufficient, accurate, and trustworthy quality evidence to merit national accreditation by CAEP.
- B. South Dakota standards and institutional standards also may be applied in the CAEP accreditation process.

II. Process of National Accreditation for Education Preparation Providers

- A. The process for national accreditation by CAEP is outlined in CAEP policies. EPPs seeking CAEP accreditation must satisfy eligibility requirements, submit a self-study in a CAEP-approved format for formative feedback through off-site review, facilitate the posting of a call for public comment and distribution of third-party surveys to stakeholders, host a site visit, and complete an approved review process for all programs of study leading to professional practice in a school setting.
- B. Terms of accreditation shall be for seven (7) years. EPP accreditation status is subject to CAEP policies, including annual payment of fees and submission of an annual report as required.

III. Standards and Processes for Program Review

- A. The educator preparation provider may choose from among any of the three program review options listed in III.D below that have been approved by SDDOE in this partnership agreement. EPPs will submit program reports following the instructions for the selected program review process.
- B. The SDDOE has sole responsibility for initial program approval. The SDDOE will utilize information generated from the program review options to make decisions regarding the EPP's continuing program approval. Using information provided as part of the accreditation and program review process, the SDDOE makes the final decision on approval of all educator programs.

- C. As evidence of quality, CAEP accepts the decisions of national accrediting organizations for specialized professional program areas that are recognized by the U.S. Department of Education and the Council for Higher Education Accreditation. Proper documentation of current accreditation must be presented by the EPP.
- D. For purposes of SDDOE program approval, the SDDOE recognizes the following program review options:
1. **CAEP Program Review with National Recognition:**
CAEP program review with national recognition applies specialized professional association (SPA) standards in the SPA review process and can result in national recognition. The SDDOE will review the program review reports and will make a decision on continued South Dakota approval for each.
 2. **CAEP Program Review with Feedback:**
CAEP program review with feedback provides information to educator preparation providers, states, and accreditation teams for clusters of program areas. The SDDOE will review the feedback report and will make a decision on continued South Dakota approval. Program clusters will be reviewed by trained CAEP reviewers based on selected standards.
 3. **South Dakota Program Review by SDDOE:**
The SDDOE conducts program reviews for purposes of South Dakota approval and to inform CAEP accreditation. The SDDOE provides forms and instructions on how to meet all South Dakota standards for licensure/certification program approval. Upon completion of the SDDOE forms, trained reviewers are selected and assigned within appropriate content areas. Reviewers make recommendations for further action and/or approval.

EPPS will choose from among these review options for each license or certificate program and may choose different options for different program areas.

IV. Accreditation Review Team Composition

The accreditation review team is appointed by CAEP according to the CAEP policy guidelines for each selected accreditation pathway. If the Continuous Improvement Pathway (CI) or Transformation Initiative Pathway (TI) is selected, the state will be part of a joint CAEP/SDDOE review team operating as a single team. The state may also choose to have a representative on all review teams.

The following conditions apply to all teams:

- All members of review teams must have successfully completed CAEP review team member training.
- A P-12 practitioner shall be a member of each CAEP team.
- The South Dakota Educator Association may appoint an observer for the onsite review at the association's expense.
- The EPP will assume all expenses – including travel, lodging and meals- for CAEP and SDDOE team members, as well as the periodic evaluation fee. Onsite team activities will be conducted according to CAEP policy.
- The EPP will assume all expenses for the state consultant on each team.
- The CAEP team report will be shared with the SDDOE.
- Data collected by the state and CAEP shall be shared by both.
- To assure educator preparation providers and the public that CAEP reviews are impartial and objective, to avoid conflicts of interest, and to promote equity and high ethical standards in the accreditation system, accreditation review team members will adhere to CAEP's *Code of Conduct*.

V. Other Terms and Conditions

- A. CAEP will collaborate with the SDDOE to plan, design and implement a range of training opportunities for reviewers. As part of this agreement, SDDOE contact(s) may participate in all web trainings. The registration fee, for one SDDOE contact, will be waived for one annual CAEP Conference; however, the South Dakota contact must assume other expenses. CAEP will assume all expenses for one SDDOE contact to attend the annual CAEP Clinic, with additional South Dakota staff welcome at their own expense, including a registration fee. Additional training events may be arranged, including events in the state, on a cost-recovery basis with arrangements negotiated according to CAEP's policies regarding fees and expenses for training.
- B. The SDDOE will receive copies of all pertinent accreditation and specialized program area approval documents and reports through access to the CAEP Accreditation Information Management System (AIMS); agency personnel will be supplied with login information, passwords, and technical support.

- C. The SDDOE will provide to CAEP its policy leading to a "Change in Status: The SDDOE will notify CAEP within 30 days of action taken when a CAEP accredited educator preparation provider has had a "Change in Status" as a result of a decision on specialized professional program status by the SODOE for educator preparation.
- D. Responses to the final reports by the EPP and/or the SDDOE will follow procedures and timelines established in CAEP policy.
- E. South Dakota EPPs that are seeking CAEP accreditation or hold CAEP accreditation status will pay annual CAEP fees.
- F. The SDDOE will be responsible for annual CAEP membership dues. Final accreditation decisions are posted on CAEP's website. CAEP sends the Executive Director of the SDDOE a letter with the official accreditation decision. Additionally, CAEP provides written notice of all accreditation decisions to the U.S. Department of Education, the SDDOE, all accrediting agencies recognized by the U.S. Department of Education, and the Council for Higher Education, and the public (via the CAEP website).
- G. The partnership agreement shall be for an initial period of seven years (March 1, 2014 through February 28, 2021) and may be modified by the two parties during that time, if deemed to be necessary.
- H. The SDDOE will work with associations that represent P-12 educators (NEA, AFT, NBPTS), educator preparation providers, and education administrators to establish credit toward continuing education units or professional development requirements at the local district level in return for the state's P-12 educators' professional contributions to the work of CAEP as visiting team members or program reviewers.
- I. The terms of this agreement have been reached by mutual consent and have been read and understood by the persons whose signatures appear below. The parties agree to comply with the terms and conditions of the plan as set forth herein.

James G. Cibulka, President
Council for the Accreditation of Educator Preparation

Date

Dr. Melody Schopp, Secretary of Education
South Dakota Department of Education

Date