School Administration Programs

Program Coordinator: Robert Lyons Location: 3201 Alexander Hall

Preface

School administration programs have changed significantly as a result of 16 KAR 3:050. The pages that follow are the approved Graduate Catalog pages that supersede the 2010-2012 MSU Catalog.

Specialist in Education: Education Administration

CIP 13.0499.04 ACCREDITED BY:

National Council for Accreditation of Teacher Education (NCATE)

The Specialist in Education for Education Administration is designed for individuals pursuing district-level certification in pk-12 education. The EdS in Education Administration is a 21-hour program in addition to a 30-hour Master of Arts in Education Administration. Upon completion of the 30-hour Master in Education Administration, the student may reapply to the Education Specialist program and complete the remaining 21 hours. NOTE: Total program hours must equal or exceed 60 hours beyond the bachelor's degree. Additional advisor-approved elective(s) may be required.

- Admission Requirements

 Earned Master of Arts in Education Administration
 - Valid Kentucky Teaching Certificate
 - Minimum five (5) years' experience as a professional educator

Total Course Requirements.....21-30 hours

Specialist in Education: Education Administration

Requirements beyond MAED in Education Administration (21 to 30 hours)

ADM 669 Seminar in School Administration

ADM 677 Crisis Management in Schools*

ADM 739 The School Superintendency

ADM 749 School District Administration

ADM 759 Strategic Planning in Education

ADM 667 Pupil Personnel Accounting*

OR

SED 650 Administration of Special Education

Programs

ADM 779 The Superintendency Practicum[^]

OR

ADM 798 Specialty Study

Advisor approved electives as needed......0 to 9 hours

^ Capstone Project Required

Exit Criteria

- verification of field experiences
- successful defense of specialty study or capstone project

^{*} Field Experience Required

Master of Arts in Education: Education Administration

CIP 13.0499.04

ACCREDITED BY:

National Council for Accreditation of Teacher Education (NCATE)

The Master of Arts in Education Administration is designed for individuals seeking initial professional certification for Kentucky Instructional Leadership – School Principal (Level 1), and is required for admission to other Kentucky Professional Administrative Certificate programs. Coursework is aligned with the Interstate School Leader Licensure Consortium (ISLLC) Standards, the Technology Standards for School Administrators (TSSA) and the Kentucky Dispositions, Dimensions and Functions for School Leaders (KDF). There are 250 hours of documented field experience required, which occur with a diversity of students in different contexts (elementary, secondary) and at different levels of engagement (observing, participating, leading).

Admission to the program is competitive, selective and collaborative. Pursuant to 16 KAR 3:050, Murray State University and partner school districts collaborate to co-select select candidates, co-design program experiences, and coordinate resources to support candidate field-experience (i.e., release time, access to data, mentoring). Applicants must be affiliated with a Partner School District through employment or through a Statement of Sponsorship, and must possess a master's degree, making this a 2nd master's degree.

Requirements of Admission

- earned master's degree from a regional accredited college or university;
- documented affiliation with a partner school district;
- minimum of three (3) years of teaching experience at time of application;
- valid GRE on file with Murray State University;
- valid Kentucky Teaching Certificate or an approved waiver of Kentucky certification.

Procedures for Admission

This program is organized and delivered through a regional cohort model. Applicants should contact the Department of Educational Studies, Leadership & Counseling to obtain a schedule of cohorts, application cut-off dates and a Departmental Application. All application materials must be submitted by the advertised deadline for consideration for the cohort. These materials include

- completed Departmental and University Graduate Applications
- current professional resume reflecting leadership experiences
- requested letters of reference and completed rating sheets
- valid GRE, 50th percentile in Verbal and Quantitative as target scores
- requested essays

All application materials will be screened and interviews scheduled by a selection committee for each cohort. Following the interviews, applicants will be notified of the admission decision by the Department.

Total Course Requirements......30 hours MA and Level 1 Certification

ADM 601 School Leadership and Culture*
ADM 602 Socio-political Dimensions of School
Leadership*

ADM 611 School-wide Instructional Leadership*

ADM 612 Development of School Personnel*

ADM 631 Organization & Operation of Schools

ADM 632 Practicum in the Organization &

Operation of Schools*

ADM 671 Strategic Instructional Leadership*

ADM 672 Legal & Ethical Issues in Schools

ADM 681 Instructional Leadership for

Diverse Learners

ADM 682 Practicum in Instructional

Leadership for Diverse Learners*^

- * Field Experience Required
- ^ Capstone project embedded

Exit Criteria

- Verification of 250 hours of approved field experience
- Successful Defense of Capstone Project
- Pass Comprehensive Exam

Certification Procedures

For certification as Instructional Leadership – School Principal Level 1, the candidate must show proof of earned Master's in Education Administration and passing scores of the following tests: (1) School Leader Licensure Assessment (#1494), and (2) the Kentucky Principal test.

Within five (5) years of the receipt of the Level 1 certificate, the program for Level 2 must be completed.

Total Course Requirements......6 hours

Level 2 Certification

ADM 669 Seminar in School Administration

Advisor Approved Elective Based Upon Candidate Needs

ADDITIONAL KENTUCKY ADMINISTRATIVE ENDORSEMENTS

There are four additional endorsements that may be obtained: a) Instructional Leadership – Supervisor of Instruction, b) Instructional Leadership – School Superintendent, c) Director of Pupil Personnel and d) Director of Special Education. All programs are aligned to the Interstate School Leader Licensure Standards and the Technology Standards for School Administrators. Applicants to these programs must have the following:

- earned master's degree in Education Administration or Kentucky administrative certificate
- three years of teaching experience at the time of application
- valid Kentucky Teaching Certificate
- additional requirements are listed with each certificate as appropriate

ENDORSEMENT:

Total Course Requirements3 hours Level 2 Supervisor of Instruction

ADM 759 Strategic Planning in Education

ENDORSEMENT:

Total Course Requirements3 hours
Level 2 Director of Pupil Personnel
ADM 677 Crisis Management in Schools
OR

COM 639 Seminar in Conflict Resolution

HDL 692 Group Processes

ENDORSEMENT:

Director of Special Education

In addition to the requirements listed for all Kentucky Administrator Professional Certificates, applicants for the Director of Special Education program must:

- qualify for a Kentucky teaching certificate or a school psychology certificate;
- provide evidence of three years' experience as a teacher or school psychologist, with at least one year as a teacher of exceptional children or school psychologist

Total Course Requirements......6 hours Level 1 Director of Special Education

SED 603 Special Education Law SED 650 Administration of Special Education Programs

Total Course Requirements......3 hours Level 2 Director of Special Education

ADM 749 School District Administration OR

ADM 759 Strategic Planning in Education

ENDORSEMENT:

Instructional Leadership - School Superintendent

In addition to the requirements listed for all Kentucky Administrator Professional Certificates, applicants must:

- verify valid certification as a Kentucky school administrator
- demonstrate two (2) years of successful experience as a school administrator.

Total Course Requirements......12 hours

ADM 739 The School Superintendency

ADM 749 School District Administration

ADM 759 Strategic Planning in Education

ADM 779 The Superintendency Practicum