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June 3, 2013

The Honorable Diane DeBacker
Commissioner
Kansas State Department of Education
120 SE 10th Avenue
Topeka, KS 66612-1182

Dear Dr. DeBacker

On behalf of the Council for the Accreditation of Educator Preparation (CAEP), I want to commend and congratulate Kansas for being among the first CAEP State Partners. Your leadership role in creating one of the first of fifty new CAEP State Partnership Agreements is important to CAEP's mission of transforming educator preparation through continuous improvement and innovation; and, ultimately in advancing P-12 student learning. The State Partnership program, by coordinating the state approval and CAEP accreditation reviews of Educator Preparation Providers, will eliminate duplication of effort and reporting and offer a cost saving benefit to providers as well as the state.

I would like to recognize the good work of Sungti Hsu, Kansas' Education Program Consultant and others in bringing the Agreement to fruition. Enclosed is the signed copy of the Kansas~CAEP State Partnership agreement which embodies both of our commitments to educator preparation and will serve as a guide for conducting the work of Kansas and CAEP.

Sincerely,

A handwritten signature in black ink that reads "James G. Cibulka". The signature is written in a cursive style with a large, looping initial "J".

James G. Cibulka
President

cc: Sungti Hsu

**Kansas State Department of Education
and
The Council for the Accreditation of Educator Preparation
State Partnership Agreement**

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

I. Standards for National Accreditation of Educator Preparation Providers (EPPs)

- A. CAEP educator preparation provider standards must be met on the basis of sufficient and accurate evidence to merit national accreditation by CAEP.
- B. Kansas state standards detailed in the *Regulations and Standards for Kansas Educators* and institutional standards also will be applied in the KSDE/CAEP accreditation process. Current Kansas regulations and standards may not be consistent with CAEP educator preparation provider standards. CAEP agrees and understands that in the event of a conflict, current Kansas regulations and standards will be complied with by the KSDE. The KSDE will pursue regulatory amendments with due diligence.

II. Process of National Accreditation for Educator Preparation Providers

- A. The process required 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 program 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. Pre-accreditation status terms shall be for five (5) years. EPP accreditation status is subject to KSDE/CAEP policies, including annual payment of dues and submission of an annual report as required. EPPs seeking only KSDE accreditation will follow KSDE regulations governing KSDE accreditation process.

III. Standards and Processes for Specialized Professional Associations Program Reviews

- A. National specialized professional associations (SPAs) program reviews are not required by the state. Program reports are reviewed by trained state evaluators eighteen months prior to an onsite accreditation visit. An EPP may choose to seek a review by the SPAs.
- B. EPPs in Kansas will follow the state program review option of the CAEP program review options. KSDE shall request a review by SPAs to determine

how closely aligned the state standards are to the SPA standards. States may also apply for authorization to award national recognition as a result of the state process, in which case the standards and program review processes would be reviewed by CAEP and the SPAs. EPPs will submit program reports following the instructions for the selected specialized content program review process detailed in the Kansas Institutional Handbook for Program Approval.

- C. KSDE has sole responsibility for program approval. The Evaluation Review Committee (ERC) will utilize information generated from the state review process to make decisions regarding Kansas program approval. Programs must be submitted to KSDE for approval eighteen months prior to the onsite accreditation visit.
- D. As evidence of quality, CAEP accepts the decisions of KSDE in addition to the SPAs that are recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Proper documentation of current program approval must be presented by the EPP.

IV. Accreditation Visit Team Composition

Accreditation site visits will be conducted by joint review teams consisting of members appointed by CAEP and KSDE. The team will be led by co-chairs (one appointed by CAEP and the other by KSDE.) KSDE will appoint one less state team member than CAEP.

The following conditions apply to the CAEP/KSDE Accreditation Reviews:

- A. All members of a review team must have successfully completed CAEP or KSDE review team member training.
 - 1) The state team is selected from individuals who are trained in CAEP or KSDE on-site accreditation processes.
 - 2) State team members will have undergone a training session on CAEP unit standards and processes. This training is conducted jointly by KSDE and CAEP.
 - 3) All team members will have responsibility for data collection, discussion and writing of the team report. KSDE rules applying to conflict of interest will apply to the appointment of KSDE team members.
 - 4) KSDE-appointed voting team members have the same responsibility in the decision-making process as members appointed by CAEP.
- B. A state team member will be appointed co-chair of the joint team. The state and CAEP co-chairs will share equally all leadership responsibilities.
- C. A P-12 practitioner shall be a member of each CAEP team.
- D. The state teachers' association(s) may appoint a non-voting team member, hereafter, observer, for the offsite and onsite reviews at the association's expense. The observer may be asked to assume the responsibility for data collection and team discussion.
- E. The Commissioner of Education assigns staff member(s) as state consultant(s) for the visit. The state consultant(s) work with CAEP to coordinate the visit and

advise the team on state requirements, processes, nomenclature and special circumstances.

- F. KSDE may appoint additional observer(s) for the offsite and onsite reviews for training purposes at KSDE's expense. The observer(s) may be asked to assume the responsibility for data collection and team discussion
- G. The EPPs will assume reasonable and customary expenses (travel, lodging and meals) for KSDE and CAEP team and one state consultant. The EPPS will not cover expenses for observers except for meals. The EPP will also cover the CAEP periodic evaluation fee. Onsite team activities will be conducted according to KSDE/CAEP Policies.
- H. The KSDE/CAEP team will produce one report which will be shared with KSDE and CAEP.
- I. To assure EPPs and the public that KSDE/CAEP reviews are impartial and objective, to avoid conflicts of interest, and to promote equity and high ethical standards in the accreditation system, KSDE/CAEP review team members will adhere to CAEP's Code of Conduct. The EPPs will have an opportunity to provide input regarding conflict of interests and evaluation of the team members selected.
- J. A visit would be allowed during any period of a week that the state, the institution, and CAEP mutually determine to be the best possible visit period. The length of an accreditation visit should be:
 - 1) For an initial visit—Four days
 - 2) For a continuous full visit—Four days
 - 3) For a focused visit—three daysThe EPPs may choose to follow the regular timeline set forth by CAEP.

V. Other terms and Conditions

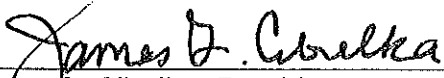
- A. CAEP will collaborate with KSDE to plan, design and implement a range of training opportunities for reviewers.
 - 1) As part of this agreement, KSDE trained review team members may participate in all web training, onsite conferences and training for no registration fee, but must assume other expenses.
 - 2) CAEP will assume all expenses for one KSDE representative to attend the annual CAEP Clinic, with additional attendees welcome at the expense of KSDE.
 - 3) 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. KSDE will be responsible for the expenses for the trainees.
- B. KSDE will receive copies of all pertinent accreditation and if appropriate, SPAs approval documents and reports.
- C. KSDE will provide to CAEP its policy leading to a "Change in State Accreditation Status." KSDE will notify CAEP within thirty days of action taken by KSBE when a CAEP accredited educator preparation provider has had a "Change in State Accreditation Status".
- D. Responses to the final reports by the EPP and/or KSDE will follow procedures and timelines established in KSDE and CAEP policies.

- E. KSDE will be responsible for annual CAEP membership dues for KSDE.
- F. Final accreditation decisions are posted on KSDE's and CAEP's websites. CAEP sends the Kansas Commissioner of Education and the EPP a letter with the official accreditation decision. Additionally, CAEP provides written notice of all accreditation decisions to the U.S. Department of education, the appropriate state licensing or authorizing agency, all accrediting agencies recognized by the U.S. Department of Education and the Council for Higher Education Accreditation and the public (via the CAEP website).
- G. The partnership agreement shall be for an initial period of seven years (April 17, 2013, through July 31, 2019) and may be modified by the two parties during that time, if deemed to be necessary.
- H. To acknowledge the contribution of Kansas P-12 educators to the KSDE/CAEP accreditation processes as visiting team members or program reviewers, the state will work with professional organizations representing all levels of P-12 educators and education preparation providers to establish credit toward continuing education or professional learning requirements at the individual, local district, and state levels.
- 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.

VI. Nondebarment

CAEP certifies by its representative's signature hereon that neither it nor its principals have been or are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in any agreement similar to this Agreement by any state or federal department or agency.

VII. Contractual Provisions Attachment. The provisions contained in the Contractual Provisions Attachment (Form DA-146a), attached hereto, are incorporated by reference and made a part of this Agreement as though fully set forth at length herein.



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

DATE:



Dr. Diane DeBacker, Commissioner
Kansas State Department of Education

DATE: