

**Michigan Department of Education  
Office of Professional Preparation Services  
DARTEP Update  
April 5, 2013**

**Teacher Leader Preparation Standards**

A draft of the teacher leader preparation standards that will be used to guide the preparation of candidates seeking the Advanced Professional Education Certificate will be presented to the State Board of Education at the April 9, 2013 meeting. Public comment related to the standards may be submitted directly after the meeting through [OPPSpubliccomment@michigan.gov](mailto:OPPSpubliccomment@michigan.gov).

**InTASC Standards**

A recommendation the State Board of Education to adopt the InTASC Model Core Teaching Standards: A Resource for State Dialogue (InTASC standards) to replace the Professional Standards for Michigan Teachers (PSMT) **will be presented at the April 9, 2013 meeting.**

The InTASC standards can be found at:

[http://www.ccsso.org/Documents/2011/InTASC Model Core Teaching Standards 2011.pdf](http://www.ccsso.org/Documents/2011/InTASC%20Model%20Core%20Teaching%20Standards%202011.pdf)

**Revised Program Review Process:**

MDE's revised program review process is now fully operational. Applications are available online. All applications, including amended program applications, must be sent electronically via email to [educatorprograms@michigan.gov](mailto:educatorprograms@michigan.gov).

Specialty Area/Endorsement Programs:

[http://www.michigan.gov/documents/progapp\\_21902\\_7.doc](http://www.michigan.gov/documents/progapp_21902_7.doc)

Elementary Certificate Programs:

[http://www.michigan.gov/documents/Application for Vocational Program A  
papproval 12 144751 7.1.05.doc](http://www.michigan.gov/documents/Application_for_Vocational_Program_Apapproval_12_144751_7.1.05.doc)

Central Office Administrator:

[http://www.michigan.gov/documents/mde/Approved central office admin  
programs 6-2-2010 323037 7.doc](http://www.michigan.gov/documents/mde/Approved_central_office_admin_programs_6-2-2010_323037_7.doc)

Principal Preparation Programs:

[http://www.michigan.gov/documents/mde/Approved Principal Programs 34  
9305 7.doc](http://www.michigan.gov/documents/mde/Approved_Principal_Programs_349305_7.doc)

School Counselor Programs:

**COMING SOON** - contact Beatrice Harrison

Interim Occupational Certificate:

**COMING SOON**

Please contact Thomn Bell (bellt1@mi.gov) or Sarah-Kate LaVan (LavanS@mi.gov) for any questions regarding program review. The OPPS will develop online/virtual technical assistance for completion of applications soon.

### **National Accreditation**

The CAEP partnership agreement will be presented to the SBE on April 9<sup>th</sup>. The draft agreement has been sent to the Michigan Association for the Colleges of Teacher Education (MACTE) for comment and feedback. The CAEP agreement will then be presented to the board again at the May meeting for endorsement. This agreement will impact EPIs going through the accreditation process starting in 2014. EPIs will be able to utilize choice in option of the self-study pathway and also opt into the program review components. EPIs choosing to pilot the new CAEP standards will also fall under the purview of this agreement. Utilizing this agreement will be optional through Spring 2016. Visits occurring in Fall 2016 and beyond MUST utilize this agreement for their visits, which include utilizing the new CAEP standards as well.

For questions regarding this process or accreditation pathways please contact Thomn Bell at (517) 574-0301 or [bellt1@michigan.gov](mailto:bellt1@michigan.gov).

As a reminder, when scheduling your accreditation visits, please make sure to contact Thomn Bell at [bellt1@michigan.gov](mailto:bellt1@michigan.gov) prior to confirming the dates with NCATE/TEAC/CAEP. Additionally, OPPS consultants are available and willing to assist and work with you as you develop your accreditation documents and navigate through the process.

### **Implementation of Approved Elementary Certificate Programs:**

Considering the current elementary education MTTC test #083 will not be offered after July 2013, institutions must advise elementary candidates and applicants to complete current elementary education program's academic coursework during 2012 or transition to programs approved to the new SBE standards.

Based on an institution's experience with the time taken for elementary candidates to complete the academic coursework related to the MTTC #083, the institution should produce its own deadline for admitting candidates to the institution's "old" elementary education program.

Institutions should publish information that the institution and the MDE are in a transition period. Current and new elementary education candidates are advised that current course requirements are subject to change during the transition period and a new test will replace the current test, effective October 2013.

### **Industrial Technology and Technology and Design Standard Development**

The SBE approved new standards for teachers in Industrial and Technology Education (IX). These standards incorporate previous IX and the Technology and Design (TX) standards. EPIs must stop admitting candidates into TX programs. EPIs continuing IX endorsement preparation program must

submit new application materials to the OPPS. MTTC development for this area has been delayed at this time.

### **Michigan Test for Teacher Certification (MTTC)**

**ALERT: Institutions are reminded not to accept MTTC score reports delivered by test takers.** If a test taker is not on a score report roster received through secure electronic delivery or direct mail from Evaluation Systems group of Pearson (ES), the test taker must ask ES to send an official score directly to the institution.

Test takers may print a *Test Results Request Form* located at:

[http://www.mttc.nesinc.com/pdfs/MI\\_20092010TestResultsRequestForm.pdf](http://www.mttc.nesinc.com/pdfs/MI_20092010TestResultsRequestForm.pdf)

The additional score report costs \$15 per test administration date. A score report costs \$15 for two or more tests taken on the same date. Score reports for two or more tests taken on different dates are billed at \$15 per date.

Institutions that choose to accept a score report directly from a test taker are solely responsible for validating the score report against official reports received from ES. Institutions must be ready to provide verification of its validation of a score report used for certificate or endorsement recommendation.

When the MDE or an institution notes a teaching certificate was issued on the basis of an invalid or fraudulent score report, the MDE's policy is for the institution to inform the MDE, in writing, that the institution is withdrawing the recommendation. With the recommendation retraction, the MDE will nullify the teaching certificate.

### **Computer-based (CBT) MTTC testing and full-length practice tests**

The MTTC contract provides for computer-based testing (CBT) and full-length practice tests. These enhancements are being phased in, beginning with high-use (so called high-incident) test fields. Watch

[www.mttc.nesinc.com](http://www.mttc.nesinc.com) for updates and CBT fields and practice tests available.

### **MTTC test development**

Teacher education faculty and specialty content area faculty are invited to participate in MTTC test development. Faculty nominate themselves or others through online registration at: [www.mirecruit.nesinc.com](http://www.mirecruit.nesinc.com)

### **MTTC Elementary Certificate Examination**

- A new MTTC elementary certificate examination titled Elementary Education (103) will become operational at the October 2013 MTTC test administration.
- The examination will be constructed on the basis of objective frameworks currently posted on MTTC website, in category of Test Objectives for MTTC fields #103 and #104  
[http://www.mttc.nesinc.com/MI\\_viewFW\\_opener.asp](http://www.mttc.nesinc.com/MI_viewFW_opener.asp).
- Formally these objectives are effective for elementary certificate examination offered during, and after, October 2013. These objectives will be combined into one set of objectives titled Elementary Education (103). There will not be a test 104 as all of the objectives from 104 will be incorporated into 103.
- The currently posted, "effective after September 1, 2013", for fields #103 and #104, though technically correct, will be adjusted to read "effective after October 1, 2013".
- Test Objective and Study Guides for current elementary certificate MTTC (#083), will be adjusted to read "effective until October 1, 2013".
- The current elementary certificate examination MTTC (#083) will be offered in paper-based format for the last time at the July 2013 MTTC test administration.

- MTTC #083 will be offered during the August 2013 and September 2013 computer-based testing windows.
- As will be necessary with two different elementary certificate examination fields, official annual 1-yr and 3-yr MTTC performance reports will report separate MTTC passing performance for field #083 and field #103 (new elementary certificate examination) during appropriate time intervals.
- Elementary Education (#103) will be a single 150-item test that may be registered as single test during either AM or PM test session for paper-based testing.
- Teacher candidates in elementary programs constructed on the basis of January 2008 elementary certificate standards will be responsible for the expectations laid out in Test Objectives currently posted for field #103 and #104; objectives will be presented together in a single objective framework for Elementary Education (#103).
- The cost of a paper-based 150-item Elementary Education (#103) certificate examination will comply with current legislative cap of \$75.
- The fee for optional computer-based Elementary Education (#103) certificate examination is unresolved.
- The study guide for Elementary Education (#103) will be available in April 2013. A full length practice test will be available in August 2013 on the MTTC website [www.mttc.nesinc.com](http://www.mttc.nesinc.com). Fee for use is unresolved.
- Refer to MTTC website for updates, including fees.

## **MTTC Professional Readiness Examination (MTTC Basic Skills Test)**

Effective January 1, 2013, the MTTC basic skills test is renamed the MTTC Professional Readiness Examination (PRE). The MDE is beginning the phase-in process now. See page 3 of the 2013 Facts on Educator Certification document:

[http://www.michigan.gov/documents/mde/Facts\\_About\\_Teacher\\_Certification\\_In\\_Michigan\\_230612\\_7.pdf](http://www.michigan.gov/documents/mde/Facts_About_Teacher_Certification_In_Michigan_230612_7.pdf)

The phase-in will be evident on the MTTC website, [www.mttc.nesinc.com](http://www.mttc.nesinc.com), as the MTTC contractor transitions to the new name. Information and registration materials for October 2013 testing will refer only to a Professional Readiness Examination. Until October 2013 registration material and information are posted on the MTTC website, MTTC registrants will continue to use registration material and information labeled "Basic Skills Test".

The PRE will retain the field code #096. Consult the MTTC website during late February/early March for the new test objectives associated with the PRE.

### **MTTC passing (cut) score phase-in**

The MDE is discontinuing the use of a phase-in period applied to passing (cut) scores of new and updated MTTC tests. This action will be implemented with all MTTC test fields, effective with tests administered during and after October 2013, including Early Childhood - General and Special Education MTTC #106, which currently is in a phase-in period.

The 220 or greater scaled score required for passing MTTC tests will remain consistent. This new policy change only affects the passing (i.e., raw) score used to calculate the scaled score.

Michigan Educator Preparation Institution Deans and Directors will receive separate written confirmation of this action.

## **MTTC permanent record**

EPIs contact the MDE to remove MTTC test fields from official annual or 3-year summary reports. Such requests occur because a particular subject area endorsement is no longer offered, never was offered at an institution, or because eligible test takers are revealed after a test administration.

Removing test fields from MDE reports begins with the verification roster institutions receive from the testing contractor before the date of scheduled MTTC test administration. If an institution observes roster has test takers scheduled in areas not approved for the institution, those test takers may be designated as "not eligible". "Not eligible" test takers are removed from an institution's official MTTC record for that date.

If supposed "eligible test takers" are discovered after a test administration those test takers cannot be added onto the permanent record.

## **MTTC fee vouchers**

MTTC test takers with fee vouchers to pay for regular registration fee of a content MTTC test must send the vouchers by regular mail directly to ES.

The directions for using MTTC fee vouchers are included with the fee voucher packet mailed from ES to the MTTC contact at a Michigan EPI.

Tell MTTC test takers neither the MDE nor MTTC test site staff can apply a fee voucher to a registration fee.

## **MTTC resources for educator preparation faculty and academic advisor**

ES, along with the MDE, provide online resources for faculty and academic advisors assisting MTTC test takers at:

[http://www.mttc.nesinc.com/MI\\_facultyguide.asp](http://www.mttc.nesinc.com/MI_facultyguide.asp)

Faculty, academic advisors, and test takers are provided with materials to interpret score reports and test field subarea performance:

[http://www.mttc.nesinc.com/pdfs/MTTC\\_ScoreReportBacker.pdf](http://www.mttc.nesinc.com/pdfs/MTTC_ScoreReportBacker.pdf)



Faculty, academic advisors, and MTTC test takers may be assisted with a coursework and MTTC objective/subarea alignment template. The template and an example of how to complete the template are available at: [http://www.mttc.nesinc.com/MI\\_facultyguide.asp](http://www.mttc.nesinc.com/MI_facultyguide.asp)

The template helps users focus alignment of MTTC objectives with coursework provided to meet those objectives.

Using a score report and completed MTTC objective and alignment grid a faculty or academic advisor may assist an MTTC test taker to identify subareas that represent strengths or limitations for the test taker. Once subareas are identified in which a test taker's performance is limited the objective and coursework alignment grid may be used to provide focused resources to strengthen a test taker's performance.

### **OTHER MTTC REMINDERS:**

- Institutions must return verification rosters with identified "not eligible" test takers to the testing contractor within 7 days following the date of the test administration.
- MTTC passing percentages reported in the cumulative percentage passing column are a record of the "best attempt" recorded for a test taker during the reporting interval. The cumulative percentage passing does not represent a numerical accumulation of the number of times that a test taker has taken a particular test. Consequently, institutions that keep their own records based on adding up the number of times a test taker takes a test before eventually passing the test will likely observe that the MDE's official cumulative percentage passing values are higher than an institution's own in-house record.
- Institutions that want to provide individual MTTC performance results to faculty or other advisors need to be careful to assure the institution is not infringing upon a student's FERPA right to privacy. If your institution has not received prior written approval from an MTTC test taker, then consult with your institution's legal consultant(s) before using an individual's MTTC performance report for a purpose other than

approving a candidate's application for a teaching certificate or endorsement.

### **Professional Development and Professional Education Certificate Renewal**

OPPS has posted "Facts on Educator Certification," which includes information about how teachers can renew their Professional Education Certificates. It can be found at:

[http://www.michigan.gov/documents/mde/Facts\\_About\\_Teacher\\_Certification\\_In\\_Michigan\\_230612\\_7.pdf](http://www.michigan.gov/documents/mde/Facts_About_Teacher_Certification_In_Michigan_230612_7.pdf)

Teacher Preparation programs are encouraged to use information in this document for advising candidates and graduates about their responsibility for maintaining and advancing their certificates **and** for planning how to help local districts arrange for quality professional development activities for their teachers.

### **Improving Teacher Quality Grants**

A second round of applications for the Title II A (3) Improving Teacher Quality Competitive Grants Program for the 2012-2013 cycle has been announced on the MDE website.

Please check our website for information about grant categories and funding levels at: [http://www.michigan.gov/documents/mde/RFP\\_2009-2010\\_rubric\\_Signed\\_291634\\_7.pdf](http://www.michigan.gov/documents/mde/RFP_2009-2010_rubric_Signed_291634_7.pdf)

The deadline for submitting electronic applications is April 26th. Please contact Donna Hamilton at hamiltond3@michigan.gov or (517) 241-4546 if you have questions.

### **Performance Score Information**

The 2012 performance scores are available at:

[http://www.michigan.gov/mde/0,4615,7-140-6530\\_5683\\_5703-220335--,00.html](http://www.michigan.gov/mde/0,4615,7-140-6530_5683_5703-220335--,00.html)

**FYI-** Workbooks and instructions for the 2013 reporting period are awaiting final review. As soon as review is completed all documentation will be forwarded to institutions from Dana.

### **TPI Distribution Listings**

If you have staff changes within your College or Teacher Education Offices please contact Dana Utterback via e-mail to update our distribution listings accordingly. The Certification Personnel listing can be reviewed on our website at: [http://www.michigan.gov/mde/0,1607,7-140-6530\\_5683\\_14795---,00.html](http://www.michigan.gov/mde/0,1607,7-140-6530_5683_14795---,00.html)

### **Professional Standards and Practices**

The process of recommending individuals for certification using the Michigan Online Educator Certification System (MOECS) has been progressing nicely. Just a reminder, please do not enter the application onto MOECS unless the court documents are being immediately faxed to the OPPS. The application processing is often delayed because the court documents are not faxed immediately. Also, please review the court documents prior to faxing. If the records indicate the charges were not prosecuted or dropped, unless there is another conviction, the applicant will need to check "no" to the conviction question. Finally, if the offense for which the applicant is convicted shows 2nd or 3rd offense, the applicant must provide court documents for all of the convictions (i.e., 1st offense, 2nd offense, 3rd offense, etc).

**Office of Professional Preparation Services Staff:**

Flora L. Jenkins, Director	(517) 373-3310	jenkinsf@michigan.gov
Leah Breen, Assistant Director	(517) 335-1151	breenl1@michigan.gov
Krista D. Ried, Supervisor, Client Services	(517) 373-3310	riedk@michigan.gov
Thomas Bell, Higher Education Consultant	(517) 574-0301	bellt1@michigan.gov
Alex Clark, Education Consultant	(517) 373-0699	clarka21@michigan.gov
Donna Hamilton, Education Consultant	(517) 241-4546	hamiltond3@michigan.gov
Beatrice Harrison, Higher Education Consultant	(517) 373-3310	harrisonb@michigan.gov
Edwardeen Jones, Troops to Teachers Consultant	(517) 373-9732	jonese9@michigan.gov
Sarah-Kate Lavan, Education Consultant	(517) 373-7861	lavans@michigan.gov
Rajah E. Smart, Education Consultant	(517) 335-6615	smartr@michigan.gov
Steven Stegink, Higher Education Consultant	(517) 373-3310	steginks@michigan.gov
Stephanie Whiteside, Education Consultant	(517) 335-1167	whitesides@michigan.gov
Claudia Nicol, SCECH Coordinator	(517) 373-3310	nicolc@michigan.gov
Dana Utterback, Departmental Analyst	(517) 335-4610	utterbackd@michigan.gov