

**MEMORANDUM OF AGREEMENT  
BETWEEN  
JEFFERSON COUNTY BOARD OF EDUCATION  
AND  
SPALDING UNIVERSITY**

This Memorandum of Agreement (hereinafter "Agreement") is entered between the JEFFERSON COUNTY BOARD OF EDUCATION, a political subdivision of the Commonwealth of Kentucky doing business as the JEFFERSON COUNTY SCHOOL DISTRICT (hereinafter "JCPS"), with its principal place of business at 3332 Newburg Road, Louisville, Kentucky 40218 and SPALDING UNIVERSITY INCORPORATED, a private university (hereinafter "Spalding"), with its principal place of business at 845 South Third Street, Louisville, KY 40203.

**WHEREAS** pursuant to Spalding's mission statements, Spalding desires to provide a comprehensive learning experience for students enrolled at Spalding; and

**WHEREAS**, JCPS, desires to aid in the development of future equity-centered JCPS school leaders by serving as a venue for such learning experience.

**NOW, THEREFORE**, in consideration of the foregoing premises, the covenants and agreements hereafter set forth and the mutual benefits to be derived therefrom, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the parties hereby agree as follows:

**I. Scope of Work**

Spalding and JCPS will continue to provide an Aspiring Leaders program (hereinafter "Program") of courses, related course activities, and clinical field experiences for candidates pursuing principal certification (hereinafter "Candidates") that has been co-designed by Spalding and JCPS based on requirements in Kentucky law and regulations (Appendix A) along with university and national accreditation standards. Both parties will work to co-design a Leadership Profile, select candidates for the program, and deliver content to Candidates. A Program Plan is outlined in Appendix B.

Spalding and JCPS will design and deliver coursework and professional learning sessions that bring together Spalding staff, JCPS personnel, and Candidates;

JCPS will:

- Identify and provide JCPS personnel to assist in the development and delivery of courses, related course activities, and field experiences for the Program;
- Advertise the Program and establish an application process for Candidates;
- Collaborate with Spalding faculty to develop a Program screening/selection process;

- Provide four-days release time for Candidates to participate in Program activities and school-based leadership experiences (pending substitute teacher availability);
- Provide space for Program meetings and coursework;
- Allow Candidates to participate in the continuum of JCPS school-based experiences including practicum experiences in JCPS after completion of applicable background checks.
- Provide JCPS personnel with principal certification to mentor and coach Candidates;
- Recognize the JCPS/Spalding University Aspiring Leaders Program as part of the formal JCPS principal development pipeline; and
- Provide Spalding faculty with feedback regarding course activities and field experiences for the program.

Spalding will:

- Adhere to all Kentucky Administrative Regulations (KAR) and Kentucky Revised Statutes (KRS) for the professional certification in Advanced Educational Leader- School Principal outlined in Appendix A;
- Adhere to prerequisites for admission to the Program as outlined in Appendix C;
- Assist Candidates with application for graduate program admission, financial aid, and scholarship opportunities;
- Ensure that all Spalding faculty for the Programs meet guidelines from Kentucky Educational Professional Standards Board (hereinafter “KEPSB”) based on Kentucky law and regulations along with national accreditation standards;
- Organize the curriculum for the Programs around KEPSB certification requirements based on Kentucky law and regulations along with national accreditation standards and Program Plan outlined in Appendix B;
- Design coursework for the Programs to provide aspiring principals with the opportunity practice authentic K-12 leadership activities- including observing, participating, and leading;
- Ensure course activities and clinical field experiences in the Programs expose candidates to diverse student populations and school environments;
- Require Candidates to successfully complete Spalding’s and state requirements for school principal certification;
- Provide Program faculty to mentor and coach Candidates; and
- Develop and implement a continuous assessment system that informs decision related to Program components.

## **II. Payment:**

JCPS and Spalding agree that neither party shall be required to make any payment to the other under the agreement, except for Spalding paying for substitute teachers needed for release time that will be funded through the Wallace Foundation Grant for the duration of that grant.

### **III. Term:**

This Agreement shall be effective for the period commencing on July 1, 2022 and ending on June 30, 2024. This Agreement may be renewed for one (1) or more fiscal years (July 1 through June 30) by mutual written agreement of JCPS and Spalding.

### **IV. Termination:**

The Agreement may be terminated by either party with or without cause upon no less than thirty (30) days written notice to the other party. This Agreement may be terminated immediately by JCPS upon ten (10) business days written notice to Spalding for its failure to cure a material breach of this agreement.

### **V. Modification:**

No waiver, alteration or modification of the provisions of this Agreement shall be binding unless in writing and mutually agreed upon by both JCPS and Spalding.

### **VI. Compliance with Law:**

Spalding shall be in continuous compliance with the provisions of KAR and KRS in Attachment A that apply to Spalding for the duration of this agreement.

### **VII. Equal Opportunity:**

During the performance of this agreement, Spalding shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Kentucky Equal Employment Act of 1978 and the American Disabilities Act, and shall not discriminate against any JCPS employee or student or any Candidate because of age, color, creed, genetic information, disability, marital or parental status, national origin, race, sex, sexual orientation, gender identity, gender expression, veteran status, religion, or political affiliation or beliefs.

### **VIII. Confidentiality:**

At all times during the term of this agreement, Spalding shall comply with the Family Educational Rights and Privacy Act of 1974, including Chapter 99 of the Code of Federal Regulations (hereinafter "FERPA"). If Spalding has access to JCPS student records, Spalding shall limit its employees' access to those records to persons for whom access is essential to perform this Agreement.

JCPS recognizes and agrees that Spalding student educational records are protected by FERPA, and that student permission must be obtained prior to releasing any student specific data to anyone other than Spalding.

### **IX. Independent Parties:**

In the performance of the duties and obligations imposed on each party by this Agreement, it is mutually understood and agreed that Spalding is at all times acting as an independent contractor with respect to JCPS, and neither party shall be construed to be an agent or representative of the

other party. Except as provided herein, JCPS shall not have any control or direction over the manner, methods or means by which Spalding performs its work or functions.

**X. Captions:**

Section titles or captions contained in this Agreement are inserted only as a matter of convenience and reference and in no way define, limit, extend, or describe the scope of this Agreement or the intent of any provisions hereof.

**XI. Entire Agreement:**

This Agreement contains the entire agreement between JCPS and Spalding and supersedes any and all agreements executed prior to or contemporaneously with the execution of this Agreement. The Attachments to this Agreement are a part of this Agreement and are incorporated herein by reference in their entirety as if fully set forth in this Agreement at the point where first mentioned.

**XII. Severability:**

If any court or competent jurisdiction holds any provision of this Agreement unenforceable, such provision shall be modified to the extent required to make it enforceable, consistent with the spirit and intent of this Agreement. If such a provision cannot be so modified, the provision shall be deemed separable from the remaining provisions of this Agreement and shall not affect any other provisions of this Agreement.

**XIII. Counterparts:**

This Agreement may be executed in counterparts, in which case each executed counterpart shall be determined an original and all executed counterparts shall constitute one and the same instrument.

**XIV. Applicable Law:**

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Kentucky. Any action or claim arising from, under or pursuant to this Agreement shall be brought in the Jefferson County, Kentucky Circuit Court, and the parties expressly waive the right to bring any legal action or claims in any other courts.

**XV. Indemnification:**

To the extent permitted by law, JCPS shall indemnify and hold Spalding harmless from any and all claims, demands, liabilities, damages, and expenses connected therewith for injury to persons or damages to property caused by the acts, omissions, or negligence of JCPS, its agents, servants, or employees. Spalding shall indemnify and hold JCPS harmless from and against any and all claims, demands, liabilities, damages, and expenses connected therewith for injury to persons or damages to property caused by the acts, omissions, or negligence of Spalding, its agents, servants, or employees. If the indemnification provisions are determined to be inapplicable under this clause, such inapplicability shall not affect either party's right to pursue common

indemnification or contribution claims. This indemnification shall survive and continue in full force and effect, notwithstanding the expiration or termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the dates set forth below, to be effective as of June 29, 2022.

**JEFFERSON COUNTY BOARD OF EDUCATION:**

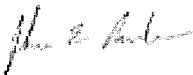
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**Martin A. Pollio, Ed.D.**  
**Superintendent**

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**Date**

**SPALDING UNIVERSITY:**

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**John Burden, Ph.D.**  
**Provost**

6/16/2022

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**Date**

## Appendix A

### 16 KAR 3:090. Certifications for advanced educational leaders.

RELATES TO: KRS 161.020, 161.027, 161.028, 161.030

STATUTORY AUTHORITY: KRS 161.027, 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 requires that teacher or other professional school personnel hold a certificate of legal qualification for the respective position to be issued upon completion of a program of preparation prescribed by the Education Professional Standards Board. An educator preparation provider shall be approved for offering the preparation program corresponding to a particular certificate on the basis of standards and procedures established by the Education Professional Standards Board. This administrative regulation establishes the preparation and certification programs for all advanced educational leaders.

#### Section 1. Definitions.

(1) "Advanced Educational Leader" means school principal, school superintendent, director of special education, instructional supervisor, or director of pupil personnel.

(2) "Level I" means the standards-based program of studies designed for minimal preparation to serve in the specific Advanced Educational Leader position.

(3) "Level II" means the standards-based program of studies to attain the first five (5) year renewal of the certificate for the specific Advanced Educational Leader position.

(4) "Qualified applicant" means an applicant who holds the appropriate certification for the position unless the superintendent of the employing school district has documented evidence that the applicant is unsuitable for appointment.

#### Section 2. Programs of Preparation for Advanced Educational Leaders.

(1) Prerequisites for admission for all programs of preparation for Advanced Educational Leadership certifications shall include:

(a) Qualifications for a Kentucky teaching certificate;

(b) Admission to the preparation program on the basis of criteria developed by the Educator Preparation Provider pursuant to 16 KAR 5:010;

(c) Rank II; and

(d) Completion of at least three (3) years of full-time, documented teaching experience in a public school or a nonpublic school which meets the state performance standards as established in KRS 156.160 or which has been accredited by a regional or national accrediting association.

(2) Preparation programs for Advanced Educational Leaders shall be consistent with the Professional Standards for Educational Leadership.

#### Section 3. Assessment Prerequisites for Advanced Educational Leaders.

(1) Until December 1, 2020, an applicant for advanced educational leadership-school principal, or a career and technical school principal, shall complete the following tests and attain the minimum score specified for each test:

(a) School Leaders Licensure Assessment (6011) - 160; and

(b) The Kentucky Specialty Test of Instructional and Administrative Practices (1015) - 158.

(2) After December 1, 2020, all applicants for certification for advanced educational leadership, or a career and technical school principal, shall attain the specified minimum score on the School Leaders Licensure Assessment (6990). An applicant for advanced educational leadership-school principal, or a career and technical school principal, shall also be required to take the Kentucky Specialty Test of Instructional and Administrative Practices (1015) and attain the minimum score of 158.

(3) The Education Professional Standards Board shall determine the specified minimum score for the School Leaders Licensure Assessment (6990).

(4) The Education Professional Standards Board shall specify the passing score for Advanced Educational Leaders on the School Leaders Licensure Assessment (6990). The order shall be posted to the website for the Education Professional Standards Board.

(5) Until December 1, 2020, an applicant for advanced educational leadership-school principal, or a career and technical school principal, may substitute a passing score on the School Leaders Licensure Assessment (6990) for the requirement of paragraph (1)(a) of this section.

(6) An applicant for certification for advanced educational leadership, or a career and technical school principal, shall only be required to pass the School Leaders Licensure Assessment once. The applicant shall not be required to pass the assessment if they pursue additional certification for advanced educational leadership or career and technical school principal.

(7) The successful completion of the School Leaders Licensure Assessment shall not be required for an applicant who has:

(a) Two (2) years of experience as a certified advanced educational leader in another state; and

(b) Successfully completed a nationally administered test in the area of educational leadership and administration.

(8) An applicant shall take the required assessments on a date established by the Educational Testing Service. An applicant shall authorize that test results be forwarded to the Education Professional Standards Board by the Educational Testing Service.

(9) An applicant shall seek information regarding the dates and location of the test and make application for the appropriate examination prior to the deadline established and sufficiently in advance of anticipated employment to permit test results to be received by the Education Professional Standards Board and processed in the normal certification cycle.

(10) An applicant shall pay all fees assessed by the Educational Testing Service.

(11) An applicant who fails to achieve a minimum score on a required test as specified in this section shall be permitted to retake the test during a regularly scheduled test administration.

(12) A temporary certificate issued in accordance with KRS 161.027(6)(a) shall not be extended for an applicant who does not successfully complete the assessments within the year.

(13) For an applicant applying for a certificate under KRS 161.027(6)(b), the school superintendent of the employing district shall submit a request that shall include an affirmation that the applicant pool consisted of three (3) or less applicants who met the requirements for selecting a principal.

(14) The temporary certificate issued in accordance with KRS 161.027(6)(b) shall not be extended beyond the one (1) year period.

(15) On an annual or biennial basis, the Education Professional Standards Board shall collect and analyze data provided by the Educational Testing Service through score and

institution reports which permit evaluation of the examination prerequisites covered by this administrative regulation.

#### Section 4. Level I and Level II Certification.

(1) The initial professional certificate for all Advanced Educational Leaders, with the exception of School Superintendent, shall be Level I certification.

(2) Application for the professional certificate for the specific Advanced Educational Leader certification shall be made on a Form CA-1.

(3) The initial professional certification for the specific Advanced Educational Leader shall be:

(a) Issued for a duration of five (5) years upon the successful completion of a Level I program approved by the Education Professional Standards Board pursuant to 16 KAR 5:010; and

(b) Renewed subsequently for five (5) year periods.

1. The first renewal shall require the completion of a Level II program approved by the Education Professional Standards Board pursuant to 16 KAR 5:010.

2. Each five (5) year renewal thereafter shall require the completion of:

a. Two (2) years of experience in the corresponding Advanced Educational Leader position;

b. Three (3) semester hours of additional graduate credit or the equivalent related to the corresponding Advanced Educational Leader position; or

c. Forty-two (42) hours of approved training selected from programs approved for the Kentucky Effective Instructional Leadership Training Program.

(4) If a lapse in certification occurs for lack of completion of the Level II preparation, the certification may be reissued for a five (5) year period upon successful completion of the Level II preparation.

(5) If a lapse in Level II certification occurs for lack of completion of the renewal requirements, the certificate may be reissued after the completion of an additional six (6) semester hours of graduate study or the equivalent appropriate to the program.

(6) Graduate level credit earned in the Level I and Level II preparation programs may be eligible for consideration of Rank I classification pursuant to 16 KAR 8:010, "Plan I" or "Plan II".

#### Section 9. Principal.

(1) In addition to the requirements of Section 2 of this administrative regulation, prerequisites for admission to the program of preparation for Advanced Educational Leadership-School Principal shall include:

(a) A written statement documenting the candidate's skills and understanding in the following areas:

1. Ability to improve student achievement;

2. Leadership; and

3. Advanced knowledge of curriculum, instruction, and assessment; and

(b) An agreement from a school district pledging support that includes opportunities for the candidate to participate in a clinical experience. The agreement shall include:

1. A description of how the district will provide opportunities for the candidate:
    - a. To observe school and district leadership; and
    - b. To participate in school and district leadership activities;
  2. Confirmation that the candidate shall be permitted to utilize aggregated school and district information and data; and
  3. The signature of the district superintendent or the district superintendent's designee.
- (2) Candidates who have not obtained their Rank II may be admitted to the program of preparation for Advanced Educational Leadership-School Principal if the educator preparation provider determines that the candidate has met all other requirements for admission.
- (3) In addition to the requirements established in 16 KAR 5:010, Section 22, the educator preparation provider shall prepare and submit to the Education Professional Standards Board for each principal preparation program for which the provider is seeking approval program review documents which meet the submission requirements and include the following documented information:
- (a) Signed collaborative agreements with school districts that include the following:
    1. Joint screening of principal candidates by both district and university;
    2. Joint identification of potential program leaders and mentors;
    3. District and university co-design and co-delivery of courses; and
    4. The manner in which the principal preparation program is based on the identified leadership needs of each district;
  - (b) The protocol for screening applicants that ensures the identification and admission of candidates into the program;
  - (c) A matrix that illustrates the alignment between the standards identified in Section 2 of this administrative regulation, and the program's curriculum and clinical experiences;
  - (d) A syllabus for each of the program's required courses identified in the documentation required by paragraph (c) of this subsection;
  - (e) The program's plan to collaborate with each district in providing clinical experiences that:
    1. Enhance courses throughout the entire program;
    2. Ensure that the candidate has a continuum of school-based experiences that range from observing, to participating, to leading; and
    3. Expose the candidate to diverse student populations and school environments;
  - (f) The program's plan to use rigorous formative and summative evaluations of each candidate's:
    1. Knowledge and skills to advocate, nurture, and sustain a school culture that promotes and supports high levels of learning for all students; and
    2. Knowledge and skills to manage a school for efficiency, accountability, and safety; and
  - (g) The program's plan to require all candidates to conduct a capstone project and defend it to a panel of program faculty and practicing school administrators at the end of Level I preparation.
- (4) A statement of eligibility for internship for the provisional certificate for Advanced Educational Leader- School Principal shall be issued for a five (5) year period to an applicant who:
- (a) Has successfully completed an approved program of preparation;
  - (b) Has three (3) years of full-time teaching experience; and

(c) Has successfully completed the appropriate assessment requirements in Section 3 of this administrative regulation, or qualifies for a one (1) year period for completion of assessments under KRS 161.027(6).

(5) Application for a Statement of Eligibility shall be made on Form CA-1.

(6) A request for renewal of the Statement of Eligibility pursuant to KRS 161.027(7) shall be made on Form CA-2, incorporated by reference in 16 KAR 4:060.

(7) The professional certificate for Advanced Educational Leader- School Principal shall be issued upon successful completion of the principal internship as provided in KRS 161.027 and 16 KAR 7:020.

(8) The provisional or professional certificate for Advanced Educational Leader-School Principal shall be valid for the position of school principal or school assistant principal for all grade levels.

#### Section 10. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) Professional Standards for Educational Leaders;

(b) Form CA-1, 10/18, Education Professional Standards Board;

(c) Form CA-2, 10/18, Education Professional Standards Board;

(d) Form CA-28, 08/15, Education Professional Standards Board; and

(e) Form CA-40, 08/15, Education Professional Standards Board.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Education Professional Standards Board, 300 Sower Boulevard, 5th Floor, Frankfort, Kentucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m. (45 Ky.R. 3387; eff. 7-5-2019.)

## Appendix B

### Aspiring Leaders Program Jefferson County Public Schools/Spalding University Program Plan

**Vision and Mission:** The Principal Preparation Program at Spalding University believes that effective school leaders are imperative for successful schools. They are key influencers of student achievement, key drivers of school improvement, and key promoters of positive school culture. Our mission is to prepare equity-centered school leaders who:

- implement *rigorous and inclusive academic and student support programming*;
- ensure *equitable talent and operational management practices*;
- mitigate *power imbalances and systemic oppression in schools*;
- leverage *support from district, school, and community partners*;
- engage in *self-reflection for personal leadership development*; and
- promote accountability through *continuous improvement to ensure equitable outcomes for all students*.

**Theory of Action:** By providing pre-service principal preparation candidates with a learning experience that combines the academic and clinical components required for initial principal certification with the academic pillars and strategic priorities of Jefferson County Public Schools; *Spalding University Aspiring Leaders will demonstrate the skills and dispositions of equity-centered school leaders*; so that students will grow through effective teaching and meaningful experiences within caring, supportive environments.

**Program Overview:** A cohort of 15-20 candidates (selected through an application process developed by JCPS/SU) will participate in a year-long program that culminates with the candidate receiving either a Rank I in Instructional Leadership- School Principal- All Grades (Level 1) or a Master of Education in Instructional Leadership- School Principal and will be eligible for the Kentucky Professional Certificate for Instructional Leadership (All Grades- Level I) pending completion of School Leaders Licensure Assessment (SLLA) and Kentucky Specialty Test of Instructional and Administrative Practices tests.

Candidates in the Aspiring Leaders program will meet weekly (afternoon class), one- and one-half days per month (weekday and/or Saturday), and complete online coursework to receive instruction and participate in experiences created by a design team composed of JCPS staff and SU faculty. In addition, students will complete 50 hours of clinical field experience in their schools completing tasks specific to the program. Successful completion of the Aspiring Leaders program will result in student receiving credit for the following Spalding University courses required for both the Rank 1 or Master's Degree (pending approval) in Instructional Leadership programs:

EPP 610- Leading Teaching and Learning (3 Hours)  
EPP 611- Leading Teaching and Learning Lab (1 Hour)  
EPP 620- Assessing the Instructional Program (3 Hours)  
EPP 621- Assessing the Instructional Program Lab (1 Hour)  
EPP 630- Securing and Developing Staff (3 Hours)  
EPP 631- Securing and Developing Staff Lab (1 Hour)

EPP 640- Building Culture and Community (3 Hour)  
 EPP 641- Building Culture and Community Lab (1 Hour)  
 EPP 650- Organizational Structures and Operations (3 Hour)  
 EPP 651- Organizational Structures and Operations Lab (1 Hour)  
 EPP 660- Community Systems, Resources, and Policy (3 Hours)  
 EPP 661- Community Systems, Resources, and Policy Lab (1 Hour)  
 EPP 665- Capstone Seminar (0 Hours)

**Additional Coursework:** Students will be required to successfully complete ETL 610 (Philosophy, Interpretation, & Application of Research) and ETL 650 (Assessing Learning for Student Achievement) or receive transfer credit from another institution to complete the Rank I and Master of Education (pending approval) programs.

**Proposed Program Schedule:**

Summer-Fall Term (July-October)

Saturday Meetings	Full Day Meeting/Online	Weekly Coursework
Saturday (8:00am-12:00pm) August September October	(8:00am-4:00pm) 4 Days in July	Wednesday (5:00pm-8:30pm) End of August- End of October
Spalding Courses: EPP 610, 611, 620, 621 (8 Hours)  <u>Topics:</u> Diversity in Curriculum, Instruction, and Assessment; Six Instructional Systems; Professional Collaboration/Protocols; Formative Assessment; Response to Intervention; Deeper Learning/Backpack of Success Skills; Instructional Coherence; Scalability of Instructional Reform; School Law  <u>Anchor Tasks:</u> PLC Process/Product Analysis, State Assessment Data Analysis, Formative Assessment and Intervention Plan  <u>Field Hours:</u> 10 (EPP 621)- Data Analysis Activities, PLC Observation, Student Case Study		

Fall-Winter Term (November-January)

Saturday Meetings	Full Day Meeting/Online	Weekly Coursework
Saturday (8:00am-12:00pm) November December January	(8:00am-4:00pm) November* January*	Wednesday (5:00pm-8:30pm) Beginning of November- End of January
Spalding Courses: EPP 630, 631, 640, 641 (8 Hours)		

Topics: New Teacher Induction, Hiring, Staffing and Classroom Diversity, Building and Maintaining a Positive School Culture, Culture Data Analysis, Equity in Program Access, PBIS/Behavior Management, School Law, Culture Data Audit and Plan

Anchor Tasks: New Teacher Induction Plan, School Climate Presentation, REAP Protocol

Field Hours: 20 (EPP 631/641)- New Teacher Induction, External Stakeholders

Winter-Spring Term (February-May)

Saturday Meetings	Full Day Meeting/Online	Weekly Coursework
Saturday (8:00am-12:00pm) February March April	(8:00am-4:00pm) February* March*	Wednesday (5:00pm-8:30pm) Beginning of February - End of April
<p>Spalding Courses: EPP 650, 651, 660, 661, 665 (8 Hours)</p> <p><u>Topics:</u> Institutional Bias, Organizational Coherence, Finance, Safety, Instructional Technology, SBDM, Improvement Planning, Parental Engagement, School Governance, Moral and Ethical Leadership, School Law, Building School Community, State Assessment Preparation,</p> <p><u>Anchor Tasks:</u> Digital Infrastructure Analysis, In-Basket Activity, SBDM/PTA Executive Board Meeting, Capstone Paper, Capstone Presentation</p> <p><u>Field Hours:</u> 20 (EPP 651/661)- School Improvement Planning, School/Community Support Organizations, School Scheduling</p>		

**Tuition:** 24 Credit Hours x \$415/hour

Students eligible to apply for Scholarship Opportunities through Spalding University.

### **Minimum Requirements:**

Rank I Option

- Master's Degree
- Three (3) Years Teaching Experience in a public or non-public school as defined by KRS 156.160
- Current Kentucky Teaching Certificate
- Application to Spalding University (Application, Transcripts, Letters of Recommendation)
- Recommendation from Current School Principal/Leader
- Interview/Screening by JCPS/SU Staff

Master's Option (Pending EPSB/OELE/CPE Approval)

- Current Kentucky Teaching Certificate
- Three (3) years teaching experience in a public or non-public school as defined by KRS 156.160
- Bachelor's Degree from regionally-accredited institution with 2.75 GPA
- Application to Spalding University (Application, Transcripts, Letters of Recommendation)
- Recommendation from Current School Principal/Leader
- Interview/Screening by JCPS/SU Staff

**Benefits to JCPS:**

- Creating a pipeline of leaders who have received in-depth training into District Pillars and Academic Systems
- Co-creating academic experiences for aspiring leaders that meet the unique needs of JCPS
- Shaping aspiring leaders' academic and leadership dispositions prior to being eligible for hire
- Leveraging the aspiring leaders experience to provide coaching and support to aspiring leaders as they progress towards initial principal certification
- Sharing the expertise of current and former District leaders and Spalding faculty with aspiring leaders

**Benefits to Spalding University**

- Continuing the university's commitment to preparing quality school leaders
- Reviewing program of study/course content to better meet the needs of JCPS and aspiring leaders
- To meet the university's mission to meet the needs of the times and promote the values of service, peace, and justice.

## **Appendix C**

### **Principal Preparation Programs at Spalding University (“University”)**

#### Prerequisites for Admission

The prerequisites for admission for the Advanced Leadership Certification- School Principal shall include (Per 16 KAR 3:090):

- (a) Qualifications for a Kentucky teaching certificate;
- (b) Admission to the preparation program on the basis of criteria developed by the Educator Preparation Provider pursuant to 16 KAR 5:010;
- (c) Rank II; and
- (d) Completion of at least three (3) years of full-time, documented teaching experience in a public school or a nonpublic school which meets the state performance standards as established in KRS 156.160 or which has been accredited by a regional or national accrediting association.
- (e) A written statement documenting the candidate’s skills and understanding in the following areas:
  - 1. Ability to improve student achievement;
  - 2. Leadership; and
  - 3. Advanced knowledge of curriculum, instruction, and assessment; and

Candidates who have not obtained their Rank II may be admitted to the program of preparation for Advanced Educational Leadership-School Principal if the university determines that the candidate has met all other requirements for admission.

#### Process

A candidate will apply to the Program through the University’s graduate program office.

Applicants who meet the University’s prerequisite qualifications will then be screened and selected by the JCPS and Spalding University personnel to ensure the identification and admission of high-quality candidates into the University graduate program and the Aspiring Leaders Program. Spalding University has final decision-making authority regarding candidates accepted into the Program.

#### Student Status

Candidates admitted to Spalding University’s Principal Preparation Program and participating in the JCPS Aspiring Leaders Program are expected to abide by policies and procedures outlined in the Spalding University Catalog.

#### Intellectual Property

As Spalding University maintains EPSB/OELE and accrediting organization approval to grant advanced degrees and Kentucky principal certification, the university owns final decision-making authority regarding program schedule, course content, instructors, and instructional materials used in the Program. Course and clinical experience materials created as a result of the

JCPS/SU Program become the property of Spalding University and may be used for leadership development activities for JCPS administrators with the permission of the university.