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Exhibit C

R7-2-603. Professional Administrative Standards

- A. The standards presented in this Section shall be the basis for approved administrative preparation programs, described in R7-2-604. The Arizona Administrator Proficiency Assessment shall assess proficiency in the standards as a requirement for certification of supervisors, principals, and superintendents, as set forth in R7-2-616.
- B. Standard 1: Supervisors, principals and superintendents promote the success of every student by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by all stakeholders. Supervisors, principals and superintendents:
 - 1. Collaboratively develop and implement a shared vision and mission.
 - 2. Collect and use data to identify goals, assesses organizational effectiveness, and promote organizational learning.
 - 3. Create and implement plans to achieve goals.
 - 4. Promote continuous and sustainable improvement.
 - 5. Monitor and evaluate progress and revises plans.
- C. Standard 2: Supervisors, principals and superintendents promote the success of every student by advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth. Supervisors, principals and superintendents:
 - 1. Nurture and sustain a culture of collaboration, trust, learning, and high expectations.
 - 2. Create a comprehensive, rigorous, and coherent curricular program.
 - 3. Create a personalized and motivating learning environment for students.
 - 4. Supervise instruction.
 - 5. Develop assessment and accountability systems to monitor student progress.
 - 6. Develop the instructional and leadership capacity of staff.
 - 7. Maximize time spent on quality instruction.
 - 8. Promote the use of the most effective and appropriate technologies to support teaching and learning.
 - 9. Monitor and evaluate the impact of the instructional program.
- D. Standard 3: Supervisors, principals and superintendents promote the success of every student by ensuring management of the organization, operation, and resources for a safe, efficient, and effective learning environment. Supervisors, principals and superintendents:
 - 1. Monitor and evaluate the management and operational systems.
 - 2. Obtain, allocate, align, and efficiently utilize human, fiscal, and technological resources.
 - 3. Promote and protect the welfare and safety of students and staff.
 - 4. Develop the capacity for distributed leadership.
 - 5. Ensure teacher and organizational time is focused to support quality instruction and student learning.
- E. Standard 4: Supervisors, principals and superintendents promote the success of every student by collaborating with faculty and community members,

responding to diverse community interests and needs, and mobilizing community resources. Supervisors, principals and superintendents:

1. Collect and analyze data and information pertinent to the educational environment.
 2. Promote understanding, appreciation, and use of the community's diverse cultural, social, and intellectual resources.
 3. Build and sustain positive relationships with families and caregivers.
 4. Build and sustain productive relationships with community partners.
- F. Standard 5:** Supervisors, principals and superintendents promote the success of every student by acting with integrity, fairness, and in an ethical manner. Supervisors, principals and superintendents:
1. Ensure a system of accountability for every student's academic and social success.
 2. Model principles of self-awareness, reflective practice, transparency, and ethical behavior.
 3. Safeguard the values of democracy, equity, and diversity.
 4. Consider and evaluate the potential moral and legal consequences of decision-making.
 5. Ensure that individual student needs inform all aspects of schooling.
- G. Standard 6:** Supervisors, principals and superintendents promote the success of every student by understanding, responding to, and influencing the political, social, economic, legal, and cultural context. Supervisors, principals and superintendents:
1. Stay informed on local, district, state, and national decisions affecting student learning.
 2. Assess, analyze, and anticipate emerging trends and initiatives in order to adapt leadership strategies.

R7-2-606. Proficiency Assessments

- A.** The Arizona Teacher Proficiency Assessment is adopted as the proficiency assessment for applicants for teaching certificates. The Arizona Administrator Proficiency Assessment is adopted as the proficiency assessment for applicants for administrative certificates.
- B.** The subject knowledge portion of the Arizona Teacher Proficiency Assessment shall assess proficiency as described in R7-2-602(H) as a requirement for certification of elementary and secondary teachers and in R7-2-602(H) and (J) as a requirement for certification of special education teachers.
- C.** The professional knowledge portion of the Arizona Teacher Proficiency Assessment shall assess proficiency as described in R7-2-602(I) as a requirement for certification of elementary, secondary, special education, and CTE teachers.
- D.** The performance assessment portion of the Arizona Teacher Proficiency Assessment shall assess proficiency as described in R7-2-602(B), (C), (D), (E), (F), and (G) as a requirement for certification of elementary, secondary, and special education teachers. In lieu of a passing score on the performance portion of the Arizona Teacher Proficiency Assessment, a teacher who holds a provisional teaching certificate may convert such certificate within two months prior to its expiration to a standard elementary, secondary, or special education teaching certificate pursuant to subsection (H) until the Board adopts the performance assessment portion of the Arizona Teacher Proficiency Assessment. The Board shall adopt the performance assessment portion of the Arizona Teacher Proficiency Assessment, or make a decision that a performance assessment will no longer be required as part of the Arizona Teacher Proficiency Assessment.
- E.** The Arizona Administrator Proficiency Assessment shall assess professional knowledge as described in R7-2-603 as a requirement for certification of administrators, supervisors, principals, and superintendents.
- F.** The passing score for each assessment shall be determined by the Board using the results of validity and reliability studies. The passing score for each assessment shall be reviewed by the Board at least every three years.
- G.** The proficiency assessments for professional knowledge and subject knowledge shall be administered at least six times each calendar year, at times and places determined by the Department.
- H.** The provisional elementary, secondary, or special education certificate allows the beginning teacher up to four semesters or two school years of teaching experience before completing the performance assessment portion of the Arizona Teacher Proficiency Assessment.
 - 1.** If the Board has adopted the performance assessment portion of the Arizona Teacher Proficiency Assessment but the teacher does not have full-time teaching experience for four semesters or two school years, the certificate shall, upon the written request of the holder, be extended once for the equivalent of the time the teacher was not employed during the provisional certification period.

2. If the Board has adopted the performance assessment portion of the Arizona Teacher Proficiency Assessment and the teacher has been employed for four semesters or two school years and has taken but not passed the performance assessment, the certificate shall be extended once, for one year, upon the written request of the holder.
 3. If the teacher has been employed full-time for four semesters or two school years in a private school, public school, charter school, or parochial school or any Department of Defense dependent school or in a closely related education field and the Board has not yet adopted the performance portion of the Arizona Teacher Proficiency Assessment, the provisional certificate shall be converted within two months prior to its expiration to a standard teaching certificate upon verification by the teacher to the Department that the teacher has had four semesters or two school years of teaching experience or experience in a closely related education field. "Closely related education field" means employment involving the presentation of instruction to K through 12 students whether self-employed or employed by a private, parochial, public, or charter school.
 4. If the teacher has not been employed full-time for four semesters or two school years in a private school, public school, charter school, or parochial school or any Department of Defense dependent school or in a closely related education field, and the Board has not yet adopted the performance assessment portion of the Arizona Teacher Proficiency Assessment, the provisional certificate shall be extended once for three years, upon written request of the holder to the Department. "Closely related education field" means employment involving the presentation of instruction to K through 12 students whether self-employed or employed by a private, parochial, public, or charter school.
 5. If the performance assessment portion of the Arizona Teacher Proficiency Assessment is adopted by the Board prior to the expiration of a teacher's provisional certificate, the provisional certificate shall be extended once for two years, upon written request of the holder to the Department, to allow the teacher additional time in which to take the performance portion of the assessment.
- I. If the provisionally certified teacher has taken but not passed the performance assessment by the expiration date on the extended certificate pursuant to subsection (H)(1) or (2) of this Section, the individual may reapply for a provisional certificate after one year, upon verification of the following:
1. Efforts to remediate deficiencies identified in the performance assessment,
 2. Passing score on the professional knowledge portion of the Arizona Teacher Proficiency Assessment, and
 3. Completion of the requirements for the provisional certificate which are in effect at the time of reapplication.

R7-2-607. General Certification Provisions

- A. The evaluation to determine qualification for certification shall not begin until an institutional recommendation or application for certification and official transcripts, and the appropriate fees have been received by the Department. Course descriptions, verification of employment, and other documents may also be required for the evaluation.
- B. The effective date of a new certificate shall be the date the evaluation is completed by the Department. The effective date of a renewed certificate shall be the date the evaluation for renewal is completed by the Department.
- C. All one-year certificates shall expire one year from the date of issuance. All certificates issued for more than one year shall expire on the date of issuance in the year of expiration.
- D. If an applicant has not met all the requirements for the certificate or endorsement at the time of evaluation, the applicant shall have a maximum of 60 days to complete those requirements and request re-evaluation.
- E. Only those degrees awarded by an accredited institution shall be considered to satisfy the requirements for certification.
- F. Professional preparation programs, courses, practica, and examinations required for certification shall be taken at an accredited institution or a Board-approved teacher preparation program.
- G. Only those courses in which the applicant received a passing grade or credit shall be considered to satisfy the requirements for certification.
- H. All certificates issued by the Board before the effective date of this Article are considered to have been issued in conformance with these rules.
- I. The Board shall issue a comparable Arizona certificate, if one has been established by R7-2-608, R7-2-609, R7-2-610, R7-2-611, R7-2-612, or R7-2-613, and shall waive the requirements for passing the comparable professional knowledge, subject knowledge, and performance portions of the Arizona Teacher Proficiency Assessment, to an applicant who holds current comparable certification from the National Board for Professional Teaching Standards.
- J. Teachers in grades seven through 12 whose primary assignment is in an academic subject required pursuant to R7-2-302, R7-302.01 and R7-302.02 shall demonstrate proficiency by passing the appropriate subject area portion of the Arizona Teacher Proficiency Assessment. The subject areas of demonstrated proficiency shall be specified on the certificate. If a proficiency assessment is not offered in a subject area, an approved area shall consist of a minimum of 24 semester hours of courses in the subject.
- K. If a language assessment is not offered through the Arizona Teacher Proficiency Assessment, a passing score on a nationally accredited test of a foreign language approved by the Board may demonstrate proficiency of that foreign language in lieu of the 24 semester hours of courses in that subject.
- L. A teacher's language proficiency in a Native American language shall be verified by a person, persons, or entity designated by the appropriate tribe in lieu of the 24 semester hours of courses in that subject.

- M.** Teachers of homebound students shall hold the same certificate that is required of a classroom teacher.
- N.** Fingerprint clearance cards shall be issued by the Arizona Department of Public Safety.
- O.** A person who surrenders their teaching certificate for any reason shall not submit an application for certification with the Board for a period of five years. A person re-applying after the five-year ban must apply under the current rules at the time of re-application.

R7-2-616. Administrative Certificates

- A. All certificates are subject to the general certification provisions in R7-2-607 and the renewal requirements in R7-2-619.
- B. Supervisor Certificate – grades PreK through 12
 1. Except for individuals who hold a valid Arizona principal or superintendent certificate, the supervisor certificate is required for all personnel whose primary responsibility is administering instructional programs, supervising certified personnel, or similar administrative duties.
 2. The certificate is valid for six years.
 3. The requirements are:
 - a. A valid Arizona early childhood, elementary, secondary, special education, CTE certificate or other professional certificate issued by the Department;
 - b. A master's or more advanced degree;
 - c. Three years of verified full-time teaching experience or related education services experience in a PreK through 12 setting;
 - d. Completion of a program in educational administration which shall consist of a minimum of 18 graduate semester hours of educational administration courses which teach the knowledge and skills described in R7-2-603 to include three credit hours in school law and three credit hours in school finance;
 - e. A practicum in educational administration or two years of verified educational administrative experience in grades PreK through 12;
 - f. A passing score on the Arizona Administrator Proficiency Assessment;
 - g. An SEI endorsement or an ESL endorsement or a Bilingual Endorsement; and
 - h. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- C. Principal Certificate – grades PreK through 12
 1. The principal certificate is required for all personnel who hold the title of principal, assistant principal, or perform the duties of principal or assistant principal as delineated in A.R.S. Title 15.
 2. The certificate is valid for six years.
 3. The requirements are:
 - a. A master's or more advanced degree,
 - b. Three years of verified teaching experience in grades PreK through 12,
 - c. Completion of a program in educational administration for principals including at least 30 graduate semester hours of educational administration courses teaching the knowledge and skills described in R7-2-603 to include three credit hours in school law and three credit hours in school finance,
 - d. A practicum as a principal or two years of verified experience as a principal or assistant principal under the supervision of a certified principal in grades PreK through 12,
 - e. A passing score on either the Principal or Superintendent portion of the Arizona Administrator Proficiency Assessment,

- f. An SEI endorsement or an ESL endorsement or a Bilingual Endorsement, and
 - g. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- D. Superintendent Certificate – grades PreK through 12
 1. Individuals who hold the title of superintendent, assistant superintendent or associate superintendent and who perform duties directly relevant to curriculum, instruction, certified employee evaluations, and instructional supervision may obtain a superintendent certificate.
 2. The certificate is valid for six years.
 3. The requirements are:
 - a. A master’s or more advanced degree including at least 60 graduate semester hours;
 - b. Completion of a program in educational administration for superintendents, including at least 36 graduate semester hours of educational administrative courses which teach the standards described in R7-2-603 to include three credit hours in school law and three credit hours in school finance;
 - c. Three years of verified full-time teaching experience or related education services experience in a PreK through 12 setting;
 - d. A practicum as a superintendent or two years verified experience as a superintendent, assistant superintendent, or associate superintendent in grades PreK through 12;
 - e. A passing score on the Superintendent portion of the Arizona Administrator Proficiency Assessment; and
 - f. An SEI endorsement or an ESL endorsement or a Bilingual endorsement; and
 - g. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- E. Reciprocity. The Board shall issue an Arizona reciprocal supervisor, principal or superintendent certificate to an applicant who holds a valid equivalent certificate from another state and meets the requirements as set forth in subsection (B)(3), (C)(3), or (D)(3).
 1. Certificates shall be valid for one year and are nonrenewable.
 2. The applicant shall possess a valid fingerprint clearance card issued by the Arizona Department of Public Safety.
 3. The deficiencies allowed pursuant to Arizona Revised Statutes in U.S./Arizona Constitutions, a passing score on all required portions of the Arizona Administrator Proficiency Assessment, fulfillment of Structured English Immersion (SEI) clock hours as required by Board rule shall be satisfied prior to the issuance of any other certificate prescribed in this Chapter, except as noted below:
 - a. The applicable Arizona Administrator Proficiency Assessment shall be waived for applicants with a passing score on a comparable assessment from another state or three years of verified full time administrative experience.

- b. The three years of verified administrative experience shall have been during the last valid period of the certificate produced from the other state.

F. Interim Supervisor Certificate – grades PreK through 12

1. Except as noted, the administrative interim certificate is subject to the general certification provisions in R7-2-607.
2. The certificate is valid for one year from the date of initial issuance and may be extended yearly for no more than two consecutive years at no cost to the applicant if the provisions in subsection (F)(6) are met.
3. The administrative interim certificate entitles the holder to perform the duties described in subsection (B)(1). The candidate shall be enrolled in a Board approved alternative path to certification program, or a Board authorized administrative preparation program.
4. An individual is not eligible to hold the administrative interim certificate more than once in a five year period.
5. The requirements for initial issuance of the administrative interim certificate are:
 - a. A valid Arizona early childhood, elementary, secondary, special education, CTE certificate, PreK through 12 Arts, or other professional certificate issued by the Department;
 - b. A bachelor's degree or higher in education from an accredited institution;
 - c. Three years of verified full-time teaching experience or related education services experience in a PreK through 12 setting;
 - d. Verification of enrollment in a Board approved alternative path to administrator certification program, or a Board approved administrator preparation program;
 - e. Verification the holder of the interim certificate shall be under the direct supervision of an Arizona certified district administrator or the appropriate county school superintendent; and
 - f. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
6. The requirements for the extension of the administrative interim certificate are:
 - a. Qualification for the initial issuance of the administrative interim certificate outlined in subsection (F)(5),
 - b. Official transcripts documenting the completion of required coursework,
 - c. Verification the holder of the interim certificate shall be under the direct supervision of an Arizona certified district administrator, and
 - d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
7. The holder of the administrative interim certificate may apply for an Arizona Supervisor Certificate upon completion of the following:
 - a. Successful completion of a Board approved alternative path to administrator certification program or a Board approved administrator

preparation program. This shall include satisfactory completion of a field experience or capstone experience of no less than one full academic year. The field experience or capstone experience shall include performance evaluations in a manner that is consistent with policies for the applicable alternative professional preparation program, as described pursuant to R7-2-604.04(B)(5);

- b. A passing score on the Arizona Administrator Proficiency Assessment;
- c. The submission of an application for the Supervisor certificate to the Department; and
- d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.

G. Interim Principal Certificate – grades PreK through 12

1. Except as noted, the administrative interim certificate is subject to the general certification provisions in R7-2-607.
2. The certificate is valid for one year from the date of initial issuance and may be extended yearly for no more than two consecutive years at no cost to the applicant if the provisions in subsection (G)(6) are met.
3. The administrative interim certificate entitles the holder to perform the duties described in subsection ©(1). The candidate shall be enrolled in a Board approved alternative path to certification program, or a Board authorized administrative preparation program.
4. An individual is not eligible to hold the administrative interim certificate more than once in a five year period.
5. The requirements for initial issuance of the administrative interim certificate are:
 - a. A bachelor's degree or higher in education from an accredited institution;
 - b. Three years of verified full-time teaching experience in grades PreK through 12;
 - c. Verification of enrollment in a Board approved alternative path to administrator certification program, or a Board approved administrator preparation program;
 - d. Verification the holder of the interim certificate shall be under the direct supervision of an Arizona certified district principal or superintendent or the appropriate county school superintendent; and
 - e. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
6. The requirements for the extension of the administrative interim certificate are:
 - a. Qualification for the initial issuance of the administrative interim certificate outlined in subsection (G)(5),
 - b. Official transcripts documenting the completion of required coursework,
 - c. Verification the holder of the interim certificate shall be under the direct supervision of an Arizona certified district principal or superintendent, and

- d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
7. The holder of the administrative interim certificate may apply for an Arizona Principal Certificate upon completion of the following:
 - a. Successful completion of a Board approved alternative path to administrator certification program or a Board approved administrator preparation program. This shall include satisfactory completion of a field experience or capstone experience of no less than one full academic year. The field experience or capstone experience shall include performance evaluations in a manner that is consistent with policies for the applicable alternative professional preparation program, as described pursuant to R7-2-604.04(B)(5);
 - b. A passing score on either the Principal or Superintendent portion of the Arizona Administrator Proficiency Assessment;
 - c. The submission of an application for the Principal certificate to the Department; and
 - d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
- H. Interim Superintendent Certificate – grades PreK through 12
 1. Except as noted, the administrative interim certificate is subject to the general certification provisions in R7-2-607.
 2. The certificate is valid for one year from the date of initial issuance and may be extended yearly for no more than two consecutive years at no cost to the applicant if the provisions in subsection (H)(6) are met.
 3. The administrative interim certificate entitles the holder to perform the duties described in subsection (D)(1). The candidate shall be enrolled in a Board approved alternative path to certification program, or a Board authorized administrative preparation program.
 4. An individual is not eligible to hold the administrative interim certificate more than once in a five year period.
 5. The requirements for initial issuance of the administrative interim certificate are:
 - a. A master's degree or higher from an accredited institution;
 - b. Three years of verified full-time teaching experience or related education services experience in a PreK through 12 setting;
 - c. Verification of enrollment in a Board approved alternative path to administrator certification program, or a Board approved administrator preparation program;
 - d. Verification the holder of the interim certificate shall be under the direct supervision of an Arizona certified district superintendent or the appropriate county school superintendent; and
 - e. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
 6. The requirements for the extension of the administrative interim certificate are:

- a. Qualification for the initial issuance of the administrative interim certificate outlined in subsection (H)(5),
 - b. Official transcripts documenting the completion of required coursework,
 - c. Verification the holder of the interim certificate shall be under the direct supervision of an Arizona certified district superintendent or the appropriate county school superintendent, and
 - d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.
7. The holder of the administrative interim certificate may apply for an Arizona Superintendent Certificate upon completion of the following:
- a. Successful completion of a Board approved alternative path to administrator certification program or a Board approved administrator preparation program. This shall include satisfactory completion of a field experience or capstone experience of no less than one full academic year. The field experience or capstone experience shall include performance evaluations in a manner that is consistent with policies for the applicable alternative professional preparation program, as described pursuant to R7-2-604.04(B)(5);
 - b. A passing score on the Superintendent portion of the Arizona Administrator Proficiency Assessment;
 - c. The submission of an application for the Superintendent certificate to the Department; and
 - d. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.