

AGENDA

Principal Program Development

October 6, 2016

11:30 AM – 1:30 PM (EST)

Meeting called by Dr. Lisa Allen, Graduate Chair

Dr. Ennis, Dr. Hamilton
Karen Marcum-Principal at Green Co HS
Leann Walls-Principal at Green Co Vocational
Elizabeth Franklin

11:30 – 1:30

Introduction

Conference Room 102

Lunch - Brother's

Overview of Program Dr. Beverly Ennis, Dean

- CU is prioritizing practical application over simply theory based methods
- We are seeking feedback from practitioners
- Change and flexibility are priorities
- Principals are burdened with most accountability in system
- They must be everyone's coach

Discuss Ideas for Activities and Experiences for Courses

- CU sent out survey almost a yr ago asking current principles what they wish they had been taught in class
 - 45% said Finance, visitors agreed
 - 42% said Student Growth
 - 36% said Evaluation
 - Ideas for Course AED 720 – Introduce students to Redbook (can download from website)
 - Emphasize building level view, not big district level view of finances
 - Learn what money can be spent where like SEEK Fund and Title I funds.
 - Maybe obtain and analyze district budget
 - With District budget look at Elementary vs HS spending
 - Think about allocation, keep in mind population
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- Sit with Bookkeeper (That's how Karen learned)
 - Look at a sample budget from a school
 - Document how money is spent, what things do you buy on a monthly basis?
 - Look at SED funds, and how to request them
 - Look at supplementary funds
 - Contact District Coordinator
 - Identify jobs and duties of all/most in Central Office

Discuss Ideas for Diverse/Alternate Experiences

- Students should have to experience *several* lunch duties.
- Bus Duty
- Sport events (gate money, set up lights)
- Plan graduation

Closing Ideas of Comments

- One thing to keep in mind is the experience at a small district, like Greensburg vs Jefferson Co.
- Also, an internship would be better than just a few hours for a few days bc things are more likely to fall apart, and the inner workings of things exposed the longer someone shadows the principle
- So many assessments. Should an assessment course be added?

Additional Instructions:

Please feel free to bring materials from your own Principal Certification Program as reference material.

MAED IN EDUCATIONAL ADMINISTRATION (PRINCIPAL P-12) PROGRAM SUBMISSION

DR. LISA ALLEN
ASSOCIATE PROFESSOR/GRADUATE PROGRAMS CHAIR
CAMPBELLVILLE UNIVERSITY SCHOOL OF EDUCATION



PRINCIPAL ADVISORY COUNCIL MEETING THURSDAY, FEBRUARY 9, 2017 AGENDA

- Review of Program Submission Documents with EPSB Evaluation Template
- Program Assessments and Content Validity Discussion
- Applying Lawshe's Method to Determine Content Validity Ratio of Program Assessments

PLANS FOR PROGRAM SUBMISSION DOCUMENTS

- New Program Template
- Principal Program Template
- EPSB Principal Preparation Programs Evaluation Template

CAEP VISION STATEMENT

Council for the Accreditation of Educator Preparation (CAEP) Requirements

ESTABLISHING AND SUPPORTING VALIDITY

- A.5.2 The provider's quality assurance system relies on relevant, verifiable, representative, cumulative and actionable measures, and produces empirical evidence that interpretations of data are valid and consistent.

(CAEP Standards for Advanced Program, 2016)

VALIDITY

- "Validity refers to the appropriateness or accuracy of the interpretation of test scores" (Reynolds, Livingston, & Wilson, 2009, p. 124).
- Tests or Assessments are not valid; It is the interpretation, how the information informs decisions, what the test is used for that is valid or invalid.
- Example: Does the ACT accurately predict future college success? Does the WISC-IV accurately measure intelligence?

TYPES OF VALIDITY

- To what extent does the evaluation measure what it claims to measure?
- Are the right attributes being measured in the right balance?
- Is there evidence that teachers graduating from highly rated TPPs prove more effective in the classroom?
- Is a measure subjectively viewed as being important and relevant to assessing TPPs?

CONTENT VALIDITY

- CAEP expects content validity to be determined for EPP created assessments, such as observation instruments and rubrics (Standard 5.2).
- Refers to the appropriateness of the content of an instrument
- Do the measures (questions, observations) accurately assess what you want to know?
- Expert judgement is the primary method used to determine content validity.

• Sharma & Ryan, 2016, slide 3

KEY IDEAS

- Level of subjectivity exists in determining content validity
- Requires a degree of agreement among “experts”
- Requires the use of recognized subject matter experts
- Relies on individuals who are familiar with the construct such as—
 - Faculty Members
 - EPP Based Clinical Educators
 - P-12 based Clinical Educators

USING THE LAWSHE METHOD

- Process
 - Identify content experts (university and P-12).
 - Individuals first review and rate each element of the observation rubric.
 - The group facilitator then...
 - Tallies the individual ratings
 - Calculates the CVR Value of each element
 - $CVR = \frac{ne - N/2}{N/2}$

ne = number of experts who chose essential; N = total number of experts

MAKING DECISIONS

- After the CVR value has been established, discuss the components that would be deleted.
 - Why was a component rated as less than essential.
 - Can/Should it be reworded to have a higher CVR value?
 - If so, how would you reword it?
 - If you revise components, do another Lawshe.

CONTENT VALIDITY ASSESSMENT

- Internship Field Project
- School Budget Project
- Master's Action Research Project (MARP)

RESOURCES

Council for the Accreditation of Educator Preparation (CAEP). (2015) CAEP Evidence Guide.

CAEP. (2016). *CAEP Standards for Advanced Program*. Retrieved from
<http://caepnet.org/standards/standards-advanced-programs>

Reynolds, C., Livingston, R., & Willson, V. (2009). *Measurement and Assessment in Education*,
Upper Saddle River, NJ: Pearson.

Sharma, M. & Ryan, C. (June, 2016). *Validity and Reliability*. Power Point presentation presented at
the meeting of Kentucky Association of Colleges for Teacher Education.

**Campbellsville University School of Education
Principal Advisory Council Meeting
February 9, 2017
Sign-In Sheet**

[illegible]

Campbellsville University
Administrative Programs Advisory Council Meeting
Thursday, December 7, 2017

- I. Welcome and Introductions – Dr. Beverly Ennis, Dean
- II. Discussion of New Administrative Programs – Dr. Lisa Allen, Associate Dean
 - A. Review KAR for Instructional Supervisor and DPP programs
 - B. Review Principal Program Curriculum Guide and Course Descriptions
 - C. Instructional Supervisor Course Additions/Deletions
 - D. Director Pupil Personnel Courses
- III. Dinner
 - E. Course Descriptions and Syllabus Development
- IV. Lawshe's Content Validity Assessment of Principal Internship Field Project
- V. Next Meeting Day and Time

Administrative Programs Advisory Council Meeting
December 7, 2017
Sign In Sheet

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Campbellsville University
Administrative Programs Advisory Council Meeting
Wednesday, February 21, 2018
Agenda

- I. Welcome
- II. Instructional Supervisor and DPP Programs
 - A. Admissions Criteria
 - B. Exit Criteria
- III. Sample Syllabi
- IV. Lawshe's Content Validity Assessment of School Budget Process
- V. Questions/Comments
- VI. Next Meeting Day/Time

Administrative Advisory Council Sign-In Sheet
2-21-18

Franklin Thomas

Donna Patterson

Kent Stith

Chuck Darnell

Jai Wilson

Anne Harris

Lisa Allen

Beverly C. Ennis

Campbellsville University
Administrative Programs Advisory Council Meeting
Wednesday, January 24, 2018
Agenda

- I. Welcome
- II. Update From IHE Principal Preparation Committee
- III. Instructional Supervisor and DPP Programs
 - A. Admissions Criteria
 - B. Exit Criteria
- IV. Sample Syllabi
- V. Lawshe's Content Validity Assessment of School Budget Process
- VI. Questions/Comments
- VII. Next Meeting Day/Time

Administrative Program Advisory Council
January 24, 2018
4:30 - 6:30 pm

<u>Name</u>	<u>District</u>	<u>Position</u>
Franklin Thomas	Jackson Co.	DPP/DHR
Dianne Harris	Taylor Co.	Instr. Sup.
Angela Grant	Hart Co.	Inst. Sup.
Donna Patterson	Green Co.	Inst. Sup.
Lisa Allen	CV	Associate Dean
Jai Wilson	JCPS	ASST PRIN
Kent Setty	Cumpleville Ind	Inst. Sup.
Chuck Hamblin	CU	Asso. Prof
Joan Decker	LaRue	Principal