



Middle Childhood Generalist Endorsement

Grades 4-6

2008 Submission Guidelines

Middle Childhood Generalist valid for teaching all core academic content areas in grades four, five, and six; may be added to a middle childhood license with two concentration areas upon evidence of completion of an additional six semester hours of study in each of the content areas to be added, aligned with the state academic content standards; evidence of preparation in pedagogy in each of the additional content areas; and successful completion of the prescribed examination.

Performance-based standards

Ohio requires performance-based programs and program reports which must include candidate performance assessments. A description of the assessments used for candidate preparation should include:

- the program's planned, purposeful, and continuing evaluation of candidate proficiencies
- use of multiple measures to capture various proficiencies of candidates
- actions by the program to set performance levels and judge accomplishments of candidates
- efforts to assure validity and reliability of the assessments
- the manner in which results of assessments are used to evaluate and improve the program and candidate performance

Performance-based assessments should be appropriate for the standards including multiple forms of measurement, and measurement at multiple points over a candidate's progression through a program. A **multiple measures approach** may include, but is not limited to, such formats as observations, use of work samples, analytic work, reflections, demonstrations, standardized test results, scoring rubrics, problem-solving activities, field assessments of performance, self-evaluations, portfolio assessment, action research, projects, simulations, case studies, etc. In addition, there must be rubrics or criteria that describe levels of performance by which the program assessments judge candidates' performance.

Submit the following: *(For electronic submissions one (1) copy; for mail submission, four (4) unbound copies. Number all pages consecutively, including appendices.)*

OEP Program Cover Sheet signed by dean or head of teacher education. (This form is available at: <http://www.ode.state.oh.us>, search keywords: *OEP Program Cover Sheet.*) Please indicate required level (undergraduate, post-baccalaureate, and/or graduate level). Programs will not be processed without an appropriately signed form.

Completed ODE Middle Childhood Generalist Endorsement program report

- Organize the report around the areas listed in the report.

For electronic submission: send 1 copy of the program submission documents with an electronic or faxed copy of the OEP Program Cover Sheet to your consultant. If you do not know who your consultant is, please call the office number listed below.

For submission by mail, send 4 unbound copies of the program submission documents with a copy of the OEP Program Cover Sheet to:

**Office of Educator Preparation
Ohio Department of Education
25 South Front Street, Mail Stop 502
Columbus, OH 43215-4183
(614) 752-9447 (Office)
(614) 752-8406 (Fax)**

Program Report for the
Middle Childhood Generalist Endorsement
2008 Modified Standards
(Grades 4-6)

Ohio Department of Education
Office of Educator Preparation
(Also attach OEP Program Cover Sheet)

Institution: **State:**

Date submitted:

Name of Preparer:

Phone # : **Email:**

Is this program offered at more than one site? **Yes** **No**

If yes, list the sites at which the program is offered

Program report type: (check one)

New Program

Continuing Program

For programs that received a Not State Approved report status (check one):

First Response Report

Second Response Report

State licensure requirement:

ODE requires 80% of the program completers who have taken the licensure test(s) [(e.g., Praxis II PLT and Praxis II subject assessment test (formerly known as content and specialty area)] must pass licensure tests. Test information and data must be reported in Section III. Are data included in this review for Praxis II PLT and subject assessment licensure tests for:

1) Praxis II PLT tests **Yes** **No** **Not Applicable**

2) Praxis II subject assessment tests **Yes** **No** **Not Applicable**

GENERAL DIRECTIONS

To complete a program report, institutions must provide evidence of meeting the requirements for the Middle Childhood Generalist Endorsement based on data from 2 to 4 assessments. In their entirety, the assessment tools, assessment rubrics, and data required for submission in this report will answer the following questions:

- Have candidates mastered the necessary content knowledge for the Endorsement of Middle Childhood Generalist?
- Do candidates meet state licensure requirements?
- Do candidates understand teaching and learning and can they plan their teaching or fulfill other professional education responsibilities?
- Can candidates apply their knowledge in learning environments?
- Do candidates focus on student learning?

To that end, the program report form includes the following sections:

Section I. Context *(3-page maximum narrative, plus two attachments not to exceed 2 pages each)* Provide general information on the program, and include a program of study. List the six semester hours of course work required for each of the four content areas. **(If this is a new program submission, the program of study may be “proposed.”)**

Section II. List of Assessments *(completion of Chart A)*

Using the Section II chart included in this report form, indicate the name, type, and administration point for each of the 2-4 assessments documented in this report. (The footnote lists examples of assessments that may be appropriate for each type of assessment that must be documented in the program report.)

Section III. Relationship of Assessments to Standards/ Requirements *(completion of Chart)*

Using the Section II chart included in this report form, indicate which of the assessments listed in Section II provide evidence of meeting specific program requirements.

Section IV. Evidence for Meeting Standards/ Requirements *(attachments of assessment tools, rubrics or scoring guides/criteria, and data tables plus a 1-page maximum narrative for each of the 2-4 assessments)*

Attach assessment documentation plus a narrative statement for each assessment as specified by the directions for this section. Three years worth of data are required, unless otherwise noted. **(If this is a new program submission, the requirement for three years worth of data is waived.)**

Section V. Use of Assessment Results to Improve Candidate and Program Performance *(2-page maximum narrative)*

Describe how faculty are using the data from assessments to improve candidate performance and the program as it relates to content, pedagogical and professional knowledge, skills, and dispositions, and student learning. **(If this is a new program submission, describe the process by which faculty will review and use data.)**

Section VI. For Response Reports Only

Describe what changes or additions have been made in the report to address the requirements that were not met in the original submission. List the sections of the report you are resubmitting and the changes that have been made.

Format and page limits for narrative sections and attachments:

Narrative: Sections I, IV, and V include narrative sections with page limits. Page limits are based on single-spaced text using 12-point type.

Attachments: Include the appropriate attachments for Sections I and IV, and note the page limits for each.

→ ODE staff may require institutions to revise reports that do not follow directions on format and page limits. In addition, hyperlinks imbedded in report documentation will not be read by reviewers and cannot be used as a means of providing additional information.

Specific Instructions for the Middle Childhood Generalist Endorsement

Who Should Submit Program Reports:

Institutions submit program reports under the signature of the “unit head” (a dean of a school or chair of a department). Use the OEP Program Cover Sheet.

Licensure Rule 3301-24-05 (E) (9)

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ODE Approval Decision Rules:

In order to gain ODE approval, programs must successfully meet all Middle Childhood Generalist requirements. If one or more of the requirements are not met, the program will NOT be approved. Program reports are reviewed by ODE selected reviewers and approved on a “rotating cycle” that coincides with the institution’s NCATE unit on-site visit. Programs are reviewed 6-18 months before an accreditation on-site visit.

New programs must successfully meet all requirements; however, sections IV and V of the program report may be modified (see language pertaining to new programs in sections IV and V on page 2.) **New programs** will receive 3 years of conditional approval, during which time data will be collected to address sections IV and V of the program report. The program, in its entirety, will need to be re-submitted at the end of the conditional approval period.

Other specific information required:

In Section 1, the Matrix must provide documentation that the program includes:

- The requirements for the Middle Childhood Generalist

Section I Matrix for Middle Childhood Generalist Endorsement Program Submission

Please use the following matrix to indicate subject area, course titles and/or experiences, a brief description of each course, and an explanation of how the course addresses the Ohio academic content standards, grades 4-6. Each generalist area must consist of six (6) semester hours. The six hours should include courses and/or experiences that provide adequate content preparation for teaching at the fourth through sixth grade levels.

Content Subject Area	Course Titles and # of Semester Hours	Description of Each Course	Explanation of how the Course addresses the Ohio Academic Content Standards Grades 4-6

Section II Assessment Chart

In this section, list the 2-4 assessment tools that are being submitted as evidence for meeting the requirements. All programs must provide evidence of a minimum of 2 assessments (2 additional assessments are optional). For each assessment, indicate the type or form of the assessment, when it is administered in the program, and the evidence of meeting the requirements.

Name of Assessment	Type or Form of Assessment ¹	When the Assessment is Administered?	Indicate Evidence that Assessment is Meeting the Requirement
1 – Assessment of candidate’s content knowledge in the prescribed subject area (LA/ Reading, Social Studies, Math, Science) (Required)			
2- Assessment of candidate’s knowledge of instructional strategies as they relate to the additional subject area(s) (Required)			
3 – Additional assessment that addresses the requirement. (Optional)			
4 – Additional assessment that addresses the requirement. (Optional)			

¹ Examples of assessments include grades, Praxis II subject area tests, comprehensive examinations, case studies, action research, portfolio projects, research reports, follow-up studies