

**New Hampshire Department of Education and the
Council for the Accreditation of Educator
Preparation Partnership Agreement**

In order to promote excellence in educator preparation by coordinating New Hampshire state program approval and national accreditation reviews for Educator Preparation Providers (EPPs), and to eliminate duplication of effort and reporting, the Council for the Accreditation of Educator Preparation (CAEP) and the New Hampshire Department of Education (NHDOE) enter into this partnership agreement. This agreement describes the partnership and delineates the processes and policies for CAEP accreditation in New Hampshire.

I. Standards for National Accreditation of Educator Preparation Providers

- A. CAEP educator preparation provider standards must be met on the basis of sufficient, accurate, and trustworthy quality evidence to merit national accreditation by CAEP.

- B. New Hampshire administrative rules (http://www.gencourt.state.nh.us/rules/state_agencies/ed600.html) and institutional standards also may be applied in the CAEP accreditation process.

II. Process of National Accreditation for Educator Preparation Providers

- A. The process for national accreditation by CAEP is outlined in CAEP policies. EPPs seeking CAEP accreditation must satisfy eligibility requirements, submit a self-study in a CAEP-approved format for formative feedback through off-site review, facilitate the posting of a call for public comment and distribution of third-party surveys to stakeholders, host a site visit, and complete an approved review process for all programs of study leading to professional practice in a school setting.

- B. Terms of accreditation shall be for seven (7) years. EPP accreditation status is subject to CAEP policies, including annual payment of fees and submission of an annual report as required.

III. Standards and Processes for Program Review

- A. The educator preparation provider seeking national accreditation may choose from among any of the three program review options listed in III.D below that have been approved by NHDOE in this partnership agreement. EPPs will submit program reports following the instructions for the selected program review process.

- B. The NHDOE has sole responsibility for initial program approval. The NHDOE will utilize information generated from the three program review options for national accreditation (in 111-D below) to make decisions regarding NHDOE continuing program approval. Using information provided as part of the accreditation and program review process, the NHDOE makes the final decision on approval of all educator programs. The state retains its sovereign authority to make final decisions on program approval; the state is using information provided from the selected program review processes to make its decision.

C. As evidence of quality, CAEP accepts the decisions of national accrediting organizations for specialized professional program areas that are recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Proper documentation of current accreditation must be presented by the EPP.

D. For purposes of NHDOE program approval, the NHDOE recognizes the following program review options:

1. CAEP Program Review with National Recognition:

CAEP program review with national recognition applies specialized professional associations' (SPAs) standards in the SPA review process and can result in national recognition. The NHDOE will review the program review reports and will make a decision on continued New Hampshire approval for each.

See: Websites of CAEP and of particular SPAs for more information.

2. CAEP Program Review with Feedback:

CAEP program review with feedback provides information to educator preparation providers, states, and accreditation teams for clusters of program areas. The NHDOE will review the feedback report and will make a decision on continued New Hampshire approval. Program clusters will be reviewed by trained CAEP reviewers.

See: www.caepnet.org or more information.

3. New Hampshire Review by NHDOE:

The NHDOE conducts program reviews for purposes of New Hampshire approval and to inform CAEP accreditation. The NHDOE provides forms and instructions on how to meet all New Hampshire Standards for licensure/certificate program approval. Upon completion of the NHDOE forms, trained reviewers are selected and assigned within appropriate content areas. Reviewers make recommendations for further action and/or approval.

See Ed 602 at http://www.gencourt.state.nh.us/rules/state_agencies/ed600.html for more information on the New Hampshire Review Process.

EPPs will choose from among these review options for each license or certificate program (and may choose different options for different programs).

IV. Accreditation Review Team Composition

The accreditation review team is appointed by CAEP according to the guidelines for each selected accreditation pathway. If the Continuous Improvement Pathway (CI) or Transformation Initiative Pathway (TI) is selected, the state may choose to use either joint CAEP/NHDOE review teams (operating as a single team) or concurrent CAEP and NHDOE teams (operating independently).

The following conditions apply to all teams:

- o All members of review teams must have successfully completed CAEP review team member training.
- o A P-12 practitioner shall be a member of each CAEP team.

- The New Hampshire teachers' association(s) may appoint an observer for the onsite review at the associations' expense.
- The EPP will assume all expenses – including travel, lodging and meals – for CAEP and NHDOE team members, as well as the periodic evaluation fee. Onsite team activities will be conducted according to CAEP policy.
- The CAEP team report will be shared with the NHDOE.
- To assure educator preparation providers and the public that CAEP reviews are impartial and objective, to avoid conflicts of interest, and to promote equity and high ethical standards in the accreditation system, accreditation review team members will adhere to CAEP's *Code of Conduct*.

V. Other Terms and Conditions

- A. CAEP will collaborate with the NHDOE to plan, design and implement a range of training opportunities for reviewers. As part of this agreement, NHDOE contact(s) may participate in all web trainings. The registration fee, for one NHDOE contact, will be waived for one annual CAEP Conference; however the NHDOE contact must assume other expenses. CAEP will assume all expenses for one NHDOE contact to attend the annual CAEP Clinic, with additional New Hampshire staff welcome at the NHDOE's expense, including a registration fee. Additional training events may be arranged, including events in the state, on a cost-recovery basis with arrangements negotiated according to CAEP's policies regarding fees and expenses for training.
- B. The NHDOE will receive copies of all pertinent accreditation and specialized program area approval documents and reports through access to the CAEP Accreditation Information Management System (AIMS); agency personnel will be supplied with login information, passwords, and technical support.
- C. The NHDOE will provide to CAEP its policy leading to a "Change in Status." The NHDOE will notify CAEP within 30 days of action taken when a CAEP accredited educator preparation provider has had a "Change in Status" as a result of a decision on specialized professional program status by the NHDOE for educator preparation.
- D. Responses to the final reports by the EPP and/or the NHDOE will follow procedures and timelines established in CAEP policy.
- E. New Hampshire EPPs that are seeking CAEP accreditation or hold CAEP accreditation status will pay annual CAEP fees.
- F. The NHDOE will be responsible for annual CAEP membership dues. Final accreditation decisions are posted on CAEP's website. CAEP sends the Commissioner of the NHDOE a letter with the official accreditation decision. Additionally, CAEP provides written notice of all accreditation decisions to the U.S. Department of Education, the NHDOE, all accrediting agencies recognized by the U.S. Department of Education, and the Council for Higher Education Accreditation, and the public (via the CAEP website).
- G. The partnership agreement shall be for an initial period of seven years (December 1, 2013 through November 30, 2020) and may be modified by the two parties during that time, if deemed to be necessary.

- H. CAEP will provide NHDOE with certificates of participation confirming the participation of New Hampshire P-12 educators as visiting team members or program reviewers. The NHDOE will encourage associations that represent P-12 educators (NEA, AFT, NBPTS), education preparation providers, and education administrators to offer credit toward continuing education units or professional development requirements at the local district level in return for the state's P-12 educators' professional contributions to the work of CAEP as visiting team members or program reviewers. The NHDOE also will encourage local education agencies to accept these credits toward fulfillment of an individual educator's professional development plan for recertification.

- I. The terms of this agreement have been reached by mutual consent and have been read and understood by the persons whose signatures appear below. The parties agree to comply with the terms and conditions of the plan as set forth herein.

James G. Cibulka, President
Council for the Accreditation of Educator Preparation

DATE

Virginia M. Barry, Ph.D., Commissioner
New Hampshire Department of Education

DATE