

**Missouri Department of Elementary and Secondary Education  
and  
the Council for the Accreditation of Educator Preparation (CAEP)  
State Partnership Agreement**

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

Missouri EPPs are required to obtain state accreditation and have the option to seek national accreditation through CAEP. The Missouri State Board of Education approved the Missouri Standards for the Preparation of Educators (MoSPE) in November 2012. These standards are incorporated by reference in 5 CSR 20-400.440 – Procedures and Standards for Approval and Accreditation of Professional Education Programs in Missouri. MoSPE established six standards for program approval: 1) Academics, 2) Design and Assessment, 3) Field and Clinical Experience, 4) Candidates, 5) Faculty, and 6) Operations and Resources.

MoSPE outlines the expectations for programs that are preparing educators for certification in Missouri. In order to ensure programs are meeting these expectations, DESE established an Annual Performance Report for Educator Preparation Programs (APR-EPP) to measure the performance of educator preparation programs in valid and meaningful ways. The APR-EPP is based on the MoSPE performance standards and provides a mechanism to review and approve EPPs at the certification program level. Information provided through these reports assists in recognizing high performing programs as modes of excellence based on a set of indicators. Likewise, the reports will facilitate identification of programs in need of improvement, which will receive an appropriate level of support.

**I. Standards for National Accreditation for Educator Preparation**

- a. CAEP educator preparation provider standards must be met on the basis of sufficient and accurate evidence to merit national accreditation by CAEP. The process required for national accreditation by CAEP is outlined in the policies and procedures of CAEP and the CAEP Accreditation Council, both of which may be revised from time to time. It is the responsibility of the EPP seeking CAEP accreditation to stay informed of any such changes.
- b. The State has sole responsibility for program approval. MoSPE, Section II.F. states educator preparation programs approved in Missouri may voluntarily accept, align, and incorporate standards of any accrediting agency used for

evaluation of an educator preparation program if the agency is approved by the United States Department of Education and has established a formal agreement with the State. The results of the APR-EPP will be used to report whether or not an educator preparation program and/or any of its individual certification programs are identified as Accredited, Provisionally Accredited, and/or Unaccredited by the State.

- c. In granting program approval, the State will have the opportunity to utilize information generated from CAEP's review of an EPP, including but not limited to CAEP Accreditation Council decision on CAEP Accreditation and the assignment of any Areas for Improvement and Stipulations, as described in CAEP Accreditation Council policy. The State may elect to have state-specific standards and/or requirements incorporated into the EPP's CAEP review; information gathered on these standards and requirements is to be used only for the purpose of determining state approval. An EPP's failure to attain State accreditation based on the MoSPE and CAEP standards must be noted on the CAEP Accreditation Information Management System (AIMS) website.

## **II. Process of National Accreditation for Educator Preparation Providers**

- a. The process required 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 according to the timeline outlined by CAEP 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 program review process for all programs of study leading to professional practice in a school setting.
- b. Terms of CAEP accreditation are for seven years. EPP accreditation status is subject to CAEP policies, including annual payment of dues and submission of an annual report as required. EPPs seeking only State accreditation will follow the Missouri State Board of Education regulations governing the Missouri accreditation process.
- c. The State will provide to CAEP its policy leading to a "Change in State Status." The State will notify CAEP within thirty days of action taken when a CAEP accredited EPP has had a "Change in State Status" as a result of a decision on individual certification programs.

### **III. Standards and Processes for Specialized Professional Associations Program Reviews**

- a. National specialized professional associations (SPAs) program reviews are not required by the State of Missouri. An EPP may choose to seek a review by the SPAs.
- b. The Missouri State Board of Education has sole responsibility for EPP program approval. DESE's Office of Educator Quality's Educator Preparation section will utilize information generated from the State program review process to make decisions regarding Missouri program approval. State program reviews occur annually and the data is reflected in the Missouri APR-EPP.
- c. As evidence of quality, CAEP accepts the decisions of the Missouri State Board of Education in addition to the SPAs that are recognized by the U.S. Department of Education or the Council for Higher Education Accreditation. Proper documentation of current program approval must be presented by the EPP.

### **IV. Accreditation Visit Team Composition**

Accreditation site visits, required by CAEP, will be conducted by joint review teams consisting of members appointed by CAEP and the Missouri Department of Elementary and Secondary Education's Coordinator of Educator Preparation in the Office of Educator Quality. The Joint Site Visit Team will include national site visitors appointed by CAEP, state site visitors appointed by the State, and a State consultant.

The following conditions apply to all CAEP/State Accreditation Review Teams:

- Prior to assignment to any Site Visit Team, an individual must have successfully completed CAEP training for Site Visit Team members and must acknowledge understanding of an agreement to adhere to CAEP's Code of Conduct, including with regard to confidentiality and conflicts of interest.
- The State shall provide CAEP with its list of site visitors within the timeline established by CAEP in the CAEP Accreditation Council policy and handbook.
- CAEP-appointed site visitors will make-up more than fifty percent of the team.
- The team is led by a Site Visit Team chair appointed by CAEP.
- The State may appoint a vice-chair.
- The State Consultant(s) will participate in all pre-visits.
- The State-appointed voting team members have the same responsibility in the decision-making process as members appointed by CAEP.
- Each Site Visit Team will include a P-12 practitioner when possible. The State will make recommendations for P-12 practitioners through the CAEP AIMS.

- At the discretion of the State, the State’s teachers’ association(s) may appoint one representative per association to observe the site review. Any expenses associated with the attendance of an observer must be covered by the association(s). Prior to participation, any observer must acknowledge understanding of an agreement to adhere to CAEP’s policies and procedures regarding site visits and the CAEP Code of Conduct, including with regard to confidentiality and conflicts of interest.
- The EPP will assume all expenses including travel, lodging, and meals for CAEP-appointed and State-appointed team members, including the State Consultant, as well as the site visit fee.
- All site visit activities undertaken by a CAEP Site Visit Team will be conducted in accordance with the policies and procedures of CAEP and the Accreditation Council.

**V. Other Terms and Conditions**

- a. CAEP will collaborate with the State to plan, design, and implement a range of training opportunities for reviewers.
  - As part of this agreement, the State contact(s) may participate in all web trainings, onsite conferences and training for no registration fee, but must assume other expenses.
  - CAEP will assume all expenses for one State representative to attend the annual CAEP Clinic, with additional attendees welcome at the expense of the State.
- b. The State will receive copies of all pertinent accreditation program area approval documents and reports through access AIMS; agency personnel will be supplied with login information, passwords, and technical support.
- c. An EPP for which the CAEP Accreditation Council issues a decision to deny or revoke accreditation may have a right to petition or appeal to the Appeal Council policy.
- d. The CAEP Standards and process for CAEP accreditation require an EPP to collect and share data. To the extent that the State maintains data necessary for CAEP’s review of an EPP, subject to any data sharing agreement that may exist between an EPP and the State, CAEP expects that the State will make the public APR-EPP and the associated Comprehensive Guide to CAEP at no cost, in a timely manner, with all personally identifiable information removed or redacted, and with all appropriate permissions to use the data for CAEP accreditation activities.
- e. The State will be responsible for annual CAEP membership dues for the State.
- f. The partnership agreement shall be for an initial period of seven years (November 15, 2017 through November 14, 2024) but may be modified at any time if deemed necessary or may be terminated with 30 days written notice both either party.

g. 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.

[Redacted Signature]

\_\_\_\_\_  
Christopher Koch, President  
Council for the Accreditation of Educator Preparation

[Redacted Date]

\_\_\_\_\_  
Date

[Redacted Signature]

\_\_\_\_\_  
Dr. Margie Vandeven, Commissioner  
Missouri Department of Elementary & Secondary Education

[Redacted Date]

\_\_\_\_\_  
Date

Addendum #1  
CAEP Missouri State Agreement  
December 2017

This Addendum modifies and supplements the attached agreement ("CAEP Missouri State Agreement") signed by the Commissioner of the Missouri Department of Education on November 9, 2017.

The parties to the CAEP Missouri State Agreement as modified and supplemented by this Addendum are: Missouri Department of Elementary and Secondary Education and Christopher Koch, President, Council for the Accreditation of Educator Preparation ("CAEP").

The parties to agree that the revisions indicated below (with strikethrough) will be treated as amendments to Missouri State Agreement sections 1.c., IV, and V.f.

The parties to the CAEP Missouri State Agreement as modified and supplemented by this Addendum agree that wherever there is any conflict between this Addendum and the CAEP Missouri State Agreement, the provisions of this Addendum will control and the CAEP Missouri State Agreement will be construed accordingly.

Amendments to the CAEP Missouri State Agreement:

I.

c. In granting program approval, the State will have the opportunity to utilize information generated from CAEP's review of an EPP, including but not limited to CAEP Accreditation Council decisions on CAEP Accreditation and the assignment of any Areas for Improvement and Stipulations, as described in CAEP Accreditation Council policy. The State may elect to have state-specific standards and/or requirements incorporated into the EPPs CAEP review; information gathered on these standards and requirements to be used only for the purpose of determining state approval. ~~An EPP's failure to attain State accreditation based on the MoSPE and CAEP standards must be noted on the CAEP Accreditation Information Management System website.~~

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- The State shall provide CAEP with its list of site visitors within the timeline established by CAEP in the CAEP Accreditation Council policy and handbook.
- CAEP-appointed site visitors will make-up more than fifty percent of the team.

- The team is led by a Site Visit Team chair appointed by CAEP.
- The State may appoint a ~~vice-chair~~ state site lead.
- The State Consultant(s) will participate in all pre-visits.
- The State-appointed voting team members have the same responsibility in the decision-making process as members appointed by CAEP.
- Each Site Visit Team will include a P-12 practitioner when possible. The State will make recommendations for P-12 practitioners through the CAEP AIMS.
- At the discretion of the State, the State’s teachers’ association(s) may appoint one representative per association to observe the site review. Any expenses associated with the attendance of an observer must be covered by the association(s). Prior to participation, any observer must acknowledge understanding of an agreement to adhere to CAEP’s policies and procedures regarding site visits and the CAEP Code of Conduct, including with regard to confidentiality and conflicts of interest.
- The EPP will assume all expenses including travel, lodging, and meals for CAEP appointed and State-appointed team members, including the State Consultant, as well as the site visit fee.
- All site visit activities undertaken by a CAEP Site Visit Team will be conducted in accordance with the policies and procedures of CAEP and the Accreditation Council.

V.

f. The partnership agreement shall be for an initial period of ~~seven~~ three years (November 15, 2017 through November 14, 2024) but may be modified at any time if deemed necessary or may be terminated with 30 days written notice both either party.



\_\_\_\_\_  
 Christopher Koch, President  
 Council for the Accreditation of Educator Preparation



\_\_\_\_\_  
 DATE

By signing this addendum to the state agreement, the undersigned agrees to be bound by the terms outlined, and affirms that he or she has the authority to enter into this agreement on behalf of the BoR.



\_\_\_\_\_  
 Commissioner of Education  
 Missouri Department of Elementary and Secondary Education

