

2016-17 District-Led Reviews Requirements Initial and Renewal District Lead Credential Requirements

District-Led Reviews

All Focus and Priority Schools that will not receive a NYSED-led review in 2016-17 will be required to receive a review completed by the district. The reviews are expected to inform subsequent School Comprehensive Education Plans (SCEPs) and District Comprehensive Improvement Plans (DCIPs).

Focus Districts are responsible for ensuring that all Focus and Priority Schools **not visited** by NYSED undergo a DTSDE review overseen by the District. In 2016-17, this requirement can be fulfilled one of two ways:

1. A District-led DTSDE review
2. A DTSDE School Self-Reflection overseen by the District*

*Option 2 is ONLY available to Focus and Priority schools that have met one of the criteria below:

- A. The school received a NYSED-led Integrated Intervention Team (IIT) review in 2014-15; OR
- B. The school received a NYSED-led IIT review in 2015-16; OR
- C. The school received a District-led DTSDE review of three or more tenets in 2015-16 by an individual awarded the DTSDE District Lead Credential in 2015-16.

The reports from these reviews for all Focus/Priority schools not visited by NYSED will be due to DTSDereviews@nysed.gov by June 30, 2017.

District Lead Credential

NYSED will continue to require that district personnel and Outside Educational Experts (OEEs) serving as the Lead Reviewer for two or more District-led DTSDE reviews receive a 2016-17 DTSDE District Lead Credential.

District staff and OEEs who do not intend to lead two or more District-Led Reviews **will not be required** to receive the District Lead Credential. While recommended, the District Lead Credential **is not required** for those providing oversight of a school completing the DTSDE Self-Reflection (option 2 above).

To ensure that DTSDE district-led reviews align with current NYSED review practices, NYSED is requiring those who received the credential last year to renew their credential in 2016-17. Those who received a District Lead Credential in 2015-16 shall be eligible to renew their credential for 2016-17 upon completion of the requirements outlined below.

Those who did not receive a District Lead Credential in 2015-16 will be eligible for the 2016-17 credential upon completion of the requirements for an Initial District Lead Credential outlined below.

District Lead Credential (Renewal)

Those who received a District Lead Credential in 2015-16 may receive a **RENEWAL DTSDE District Lead Credential** by completing the following requirements:

1. TRAINING REQUIREMENT

- a. Participate in the September Focus District Institute

OR

- b. **(OEEs only)** Submit an outline of training provided by the OEE's organization on reviewer practices during the 2016-17 school year

2. SKILLS AND KNOWLEDGE REQUIREMENT

Pass the DTSDE Renewal District Lead Credential On-line Assessment. This assessment is different from the On-line Credential Assessment the individual passed in 2015-16.

District Lead Credential (Initial)

Those who did not receive a District Lead Credential in 2015-16 and are interested in receiving an **INITIAL DTSDE District Lead Credential** in 2016-17 may do so by completing the following requirements:

1. TRAINING REQUIREMENT

- a. Participate in the September Focus District Institute
OR
- b. **(OEEs only)** Submit an outline of training provided by the OEE's organization on reviewer practices during the 2016-17 school year

2. EXPERIENCE REQUIREMENT

- a. Participate as a reviewer on a NYSED-led IIT DTSDE review that occurred after March 15, 2016 (this includes a review that occurs in 2016-17)
OR
- b. Serve as a shadow reviewer on a NYSED-led IIT DTSDE review for a review that occurred after March 15, 2016 (this includes a review that occurs in 2016-17)
OR
- c. **(OEEs ONLY)** Submit a DTSDE report written by the OEE to DTSDereviews@nysed.gov for review and feedback

3. SKILLS AND KNOWLEDGE REQUIREMENT

Pass the DTSDE Initial District Lead Credential On-line Assessment.

Please Note: If no one from the district is able to complete the requirements necessary to conduct two or more District-led reviews, then NYSED will provide a list of OEEs who have fulfilled the requirements to the district.

Applying for a District Lead Credential

There is no designated application required for those interested in receiving the District Lead Credential. Participation in the On-line assessment will constitute an application for a District Lead Credential. In Fall 2016, NYSED will release two DTSDE On-line Assessments: one for candidates interested in renewing their District Lead Credential and one for candidates interested in receiving the District Lead Credential for the first time. Those interested in the credential can indicate their interest by completing the appropriate On-line Assessment.

NYSED will review the records of those who receive a passing score on the assessments to determine if all of the criteria have been met to receive a District Lead Credential. If the requirements have been met, NYSED will send the District Lead Credential with the Assessment Score Report. If there are still requirements to be met, NYSED will identify those requirements when sending the Assessment Score Report.

Those who will be submitting supplemental materials in support of their credential shall send the materials to DTSDereviews@nysed.gov.

Those who are interested in participating as a shadow reviewer on an IIT review shall contact DTSDereviews@nysed.gov so that arrangements can be made to include the shadow reviewer on the review. All requests to serve as a shadow reviewer must be approved by NYSED at least two weeks prior to the review.