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Task Force Number Five

STRONG PROGRAMS OF TEACHER EDUCATION IN ALL AREAS,
WITH SPECIAL EMPHASIS ON THE PREPARATION OF TEACHERS
FOR WORK WITH DISADVANTAGED AND HANDICAPPED PUPILS

3-1405

SUMMARY OF GOALS AND OBJECTIVES OF TASK FORCE #5

A. Goal: To evaluate and to strengthen programs of Inservice Education in all areas

June 71 - Identified programs of Inservice Education offered by all Educational Agencies of State.

June 71 - Provided leadership in development of a program of environmental education in schools of State.

June 72 - Develop and have administrative approval for legislation supporting Inservice Education on regional basis.

June 72 - Will have provided leadership and services in development of an Inservice program concerning social abuses in our society (Alcohol, drugs, tobacco) for the schools of the state.

June 73 - Obtain enactment into Law of Legislation supporting Inservice Education programs.

June 74 - Guidelines and procedures for use of RESA units in promoting effective inservice training programs.

June 75 - Will have reviewed the scope of Inservice Educational programs in each RESA unit.

June 75 - Will have provided leadership, services and resources for development of inservice educational programs focusing on environmental education and social abuses in our society.

B. Goal: To assess the status of current programs and procedures for the preparation and certification of all educational personnel

June 71 - Will have reviewed status of teacher education programs offered by industrial colleges and universities and will have submitted and report to the State Board.

June 71 - Will have reviewed and prepared report on program offerings, enrollments and teaching personnel in preparation programs for special education personnel offered by Iowa Institutions, with recommendations.

June 73 - Will have reviewed and developed a progress report on all programs for preparation of education personnel offered by industrial institutions.

June 73 - Will have prepared a handbook providing standards for development and approval of teacher education programs.

June 73 - Will have reviewed and rewritten Department rules for the issuance and renewal of Iowa Teachers Certificates and presented to State Board Legislative rules committee and Attorney Generals office.

June 24 - Will have reviewed all previous reports on programs for preparation of educational personnel and will have submitted recommendations for new levels of preparation will recommend eliminations of inadequate programs.

June 75 - Will have requested all teacher education institutions to begin preparation of self evaluation of each preparatory program.

C. Goal: To bring about a greater involvement of all aspects of the education profession and to foster cooperative arrangement among local educational agencies, colleges and universities, area schools, professional and lay groups, state DPI for the preparation of educational personnel.

June 73 - Will have provided appropriate materials to all educators to acquaint them with their responsibility for the preparation of education personnel and fostered cooperative arrangement among agencies.

D. Goal: To develop the concept of performance based programs for the preparation of educational personnel.

June 71 - Will have developed and disseminated a position paper on performance-based teacher education and certification.

June 71 - EPDA Section will have reviewed and where feasible, will have rewritten guidelines for project applications requiring inclusion of statements of objective in terms of performance criteria.

June 72 - Will have planned and conducted an invitational training session on performance based teacher education and certification.

June 73 - Will have encouraged and fostered the appointment of task forces on campuses of the institutions for the purpose of exploring performance-based teacher education programs.

June 74 - Will have encouraged and solicited from institutions experimental programs having performance base.

June 75 - Will have provided leadership in the planning, implementation and approval of experimental preparatory programs having a performance base.

Statement of Goal

To evaluate and to strengthen programs of in-service education in all areas.

5.1 Statement of Objective

By June 30, 1971, the Branch of Instruction and Professional Education will have identified programs of in-service education offered by all educational agencies within the state.

5.1.1 Description of Activity

The Branch of Instruction and Professional Education will identify those in-service education programs operated by the following groups or agencies:

1. Department of Public Instruction
2. Colleges and Universities
3. Professional and Academic Associations
4. Merged County Units

This report shall have included, but not be limited to the nature and scope of such programs and the clientele to which directed. A related activity will be the preparation of a questionnaire to collect the necessary information.

Estimated Budget

Development of questionnaire	
Professional staff - ten days	\$ 620.00
Clerical time and supplies - five days	130.00
Review of questionnaire - Internal review	
Professional staff time (cabinet and administration)	310.00
External review	
Professional time - 1/2 day	31.00
Clerical time, supplies, duplication and postage (sample of 20) (one day)	36.40

Preparation of final copy and duplication Professional time (review of sample questionnaire returns and editing)-six days	\$ 372.00	
Clerical time, supplies, duplication and postage	198.00	
Preparation of final report Professional time - 20 days	1,240.00	
Clerical time and supplies - eight days	<u>192.00</u>	
Total	\$3,129.40	\$3,129.40

5.2 Statement of Objective

By June 30, 1972, the Branch of Instruction and Professional Education will have developed and will have had administrative approval for legislation supporting in-service education on a regional basis. This legislation will be submitted to the legislature convening in January, 1973.

5.2.1 Description of Activities

Using the in-service report, the Branch will develop suggested legislation requiring in-service education on a regional basis. This suggested legislation will indicate adequate levels of funding and identify areas of cooperation among the groups and agencies involved: RESA unit, Department of Public Instruction, colleges and universities, area schools and professional associations.

Two parallel activities will be the drafting of suggested legislation and the securing of administrative support for such legislation.

Once the suggested legislation is drafted and administrative approval is secured, a state task force will be appointed to review, to modify and to provide support for the legislation. This task force will be composed of representatives from the following groups and agencies: Department of Public Instruction, Joint or Merged County

office, colleges and universities offering in-service education and the professional associations.

Estimated Budget

Preparation and approval of suggested legislation

Professional staff (equivalent time - five days) \$ 310.00

Clerical time and supplies (two days) 55.00

Appointment and meetings of task force

Selection of task force and initial contacts

Professional staff - four days 248.00

Clerical time, supplies, and postage (two days) 56.00

Sub-Total \$ 669.00

Task force meetings (two projected) preparation

Professional staff - one day \$ 62.00

Clerical staff and supplies (correspondence, rooms and meeting)- (two days) 60.00

Sub-Total \$ 122.00

TOTAL \$ 791.00

Travel and subsistence

20 persons - one day per meeting \$ 500.00

Professional staff - D.P.I. ten members - one day 620.00

Clerical time and supplies for meeting 45.00

Total per meeting \$1,287.00

Total \$2,574.00

Preparation of second draft based on task
force meetings

Professional staff - five days	\$ 310.00
Clerical time and supplies - three days	90.00

Preparation of final draft to the
administration and State Board of Public
Instruction

Professional staff - two days	124.00
Clerical staff and supplies - two days	<u>55.00</u>

Total	\$ 579.00	\$ 579.00
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5.2.5 Description of Activity

On or before January 1, 1972, a staff member in the Branch will have prepared and disseminated a position paper on the RESA unit and in-service education and the responsibility of the Department of Public Instruction for in-service education.

Estimated Budget

Professional staff (draft copies - 15 days)	\$ 930.00
Clerical time and supplies - eight days	205.00
Duplication and manuscript	45.00
Postage (envelopes and addressing)	<u>128.50</u>

Total	\$1,308.50	\$1,308.50
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5.3 Statement of Objective

By June 30, 1973, to obtain the enactment into law of suggested legislation recommended by the State Board of Public Instruction and referred to in 5.2.

5.3.1 Description of Activity

Members of the Branch shall cooperate with interested individuals, groups and legislators during the second year of the biennium commencing on July 1, 1972 and ending June 30, 1973, by providing information supporting the proposed legislation to the end that suggested legislation may be introduced and passed.

Estimated Budget

Professional staff time for consultation and correspondence (equivalent of 30 days full time)	\$1,860.00	
Clerical time and supplies (postage) (30 days)	800.00	
Duplication of suggested legislation	<u>45.00</u>	
Total	\$2,705.00	\$2,705.00

5.3.2 Description of Activity

On or before November 1, 1972, a staff member of the Branch shall meet with the Advisory Council and the Coordinating Committee for the Improvement of Education in Iowa to enlist the support of this group and their respective areas for the introduction and passage of suggested legislation. This staff member shall also be available to meet with the superintendents on an area basis.

5.4 Statement of Objective

By June 30, 1974, and commencing on July 1, 1973, staff members in the Branch of Instruction and Professional Education will have developed guidelines and procedures for use by RESA units in promoting effective in-service education programs in cooperation with the Department of Public Instruction.

5.4.1 Description of Activity

Staff members from the respective departmental branches, in conjunction with the representatives from other administrative units, will meet with the administrators in each RESA unit to present and to discuss suggested guidelines for effective in-service programs.

Estimated Budget

Professional staff - development of guidelines - 50 days	\$3,100.00
Clerical time - 10 days	240.00
Supplies	<u>25.00</u>
Total	\$3,365.00

Meetings - one for each possible RESA units

Three professional staff members (Two days per meeting)	\$5,952.00
Travel and subsistence	<u>2,400.00</u>
Total	\$8,352.00

5.5 Statement of Objective

By June 30, 1975, the Branch of Instruction and Professional Education will have reviewed the scope of inservice education programs offered in each RESA unit.

5.5.1 Description of Activity

Staff members in the Branch will solicit detailed reports on the scope of inservice education programs offered in the RESA units. These reports will include, but not be limited to the following: specific program offering, level of offerings, number of educational personnel involved, expenditures and evaluations conducted.

Estimated Budget

Professional time - preparation of communication, review of reports, follow-ups, and compilation of final report for the Department - 60 days	\$3,720.00
Clerical time - 20 days	480.00
Supplies and postage	<u>50.00</u>
Total	\$4,250.00

5.6 Statement of Objective

By June 30, 1971, the Division of Curriculum in conjunction with the Safety Education Section, will have provided leadership in the development of a program of environmental education in the schools of the state.

5.6.1 Description of Activity

Staff members in the Division of Curriculum and Safety Education Section will develop and distribute a departmental position paper defining, describing and supporting environmental education as a vital concern for the educational system of the state. This position paper will include a bibliography of appropriate print and non-print materials and library references on environmental education.

To support the development of environmental education, special subject-matter consultants in the Division of Curriculum will develop position papers describing methods of including environmental education in each particular curricular area. If possible, the position papers should include references of exemplary programs planned or already functioning in Iowa schools.

Estimated Budget

Professional staff time - 75 days (all position papers and accompanying bibliographies)	\$4,650.00	
Clerical time - 35 days	840.00	
Supplies and duplication	250.00	
Mailing	<u>200.00</u>	
Total	\$5,940.00	\$ 5,940.00

5.7 Statement of Objective

By June 30, 1972, the EPDA Section will have provided leadership and services in the development of an inservice education program concerning social abuses in our society (alcohol, drugs, tobacco) for the schools of the state.

5.7.1 Description of Activity

The EPDA Section will develop a series of four ETV broadcasts to focus professional and lay attention on the problems of abuses in our society.

Estimated Budget

Professional staff time - (20 days per program)	\$ 4,960.00	
Clerical time - (15 days per program)	1,440.00	
Production of ETV at \$1,500.00 per program	<u>6,000.00</u>	
Total	\$12,400.00	\$12,400.00

5.8 Statement of Objective

Through June 30, 1975, the Branch of Instruction and Professional Education will have provided leadership, services and resources for the development of inservice education programs focusing on environmental education and social abuses in our society.

5.8.1 Description of Activity

As a follow-up to the position papers and ETV broadcasts, the Branch of Instruction and Professional Education will provide resource personnel and other information, upon request, through the 1973, 1974, and 1975 school years, to the schools and RESA units of Iowa interested in planning and implementing inservice programs in these areas.

Estimated Budget

Regional or area meetings five per year (two days per meeting)	\$ 620.00	\$ 1,860.00
Meetings with local education agencies (30 per year)	1,860.00	5,580.00
Travel and subsistence	875.00	2,625.00
Professional time - follow-up reports and recommendations (three days per meeting)	3,510.00	10,530.00
Clerical time - 70 days	1,680.00	5,040.00
Supplies	<u>100.00</u>	<u>300.00</u>
Total	<u>\$8,645.00</u>	<u>\$25,935.00</u>

B. Statement of Goal

To assess the status of current programs and procedures for the preparation and certification of all educational personnel.

5.1 Statement of Objective

By June 1, 1971, the teacher education unit will have reviewed the status of professional education programs offered by Iowa colleges and universities and will have submitted a (status) report to the State Board of Public Instruction. The report will have covered, but not be limited to the new NCATE standards, both undergraduate and graduate programs where applicable.

5.1.1 Description of Activity

The teacher education unit will carry out the three planned on-site evaluative visits to Simpson College (October, 1970), Loras College - undergraduate (April, 1971) and Marycrest College (May, 1971). Each team will consist of five persons: three from the staff of the Department of Public Instruction and two chosen from Iowa colleges and universities offering approved teacher education programs.

An alternate team structure would include only three representatives from the Department of Public Instruction.

Estimated budget 1 (five team members)

In office preparation

Professional staff at \$62.00 per day .. \$ 310.00
(5 days per visit)

Clerical staff at \$24.00 per day 48.00
(2 days per visit)

On-site visit

3 professional staff at \$62.00 per day 558.00
(3 days per visit)

Per diem (subsistence and travel) per
person (\$25.00 for 3 professional
staff and 2 college persons 375.00
(3 days per visit)

375.00
\$1,291.00

(Three visits = \$3,873.00)

Alternative estimated budget

In office preparation

Professional staff at \$62.00 per day \$ 310.00
(5 days per visit)

Clerical staff at \$24.00 per day 48.00
(2 days per visit)

On-site visit

3 professional staff at \$62.00 per day 558.00
(3 days per visit)

Per diem (subsistence and travel) per
person (\$25.00) for 3 professional
staff) 375.00

375.00
\$1,291.00

(Three visits = \$3,873.00)

For Activity 5.2.2: Report preparation

Professional staff (2 days) \$ 124.00

Clerical time, machine time and supplies 75.00
\$ 199.00

(Three visits = \$587.00)

5.1.3 Description of Activity

The teacher education unit will conduct on-campus visits to the other 26 teacher education institutions for the status review. To facilitate the evaluation, the teacher education unit will prepare an interview instrument to collect the desired information (new NCATE standards)

Budget estimates

In-office preparation

Interview instrument (Professional staff - 5 days)	\$ 310.00
Planning on-campus visits (Professional staff - 3 days)	186.00
Clerical time, machine time and supplies	<u>150.00</u>
	\$ 646.00

On-site visits

2 professional staff members per visit - 2 days per visit	\$6,448.00
Travel and subsistence \$25.00 per day	<u>2,600.00</u>
	\$9,048.00

5.1.3(1) Description of Alternate Activity

The teacher education unit will visit only twelve institutions, including the three state universities and Drake University

On-site visits

2 professional staff per visit 2 days per visit	\$1,736.00
Travel and subsistence	<u>1,200.00</u>
	\$2,936.00

5.2 Statement of Objective

By June 30, 1973, the teacher education unit will have reviewed and will have developed a progress report on all programs for the preparation of educational personnel offered by Iowa institutions.

5.2.1 Description of Activity

By June 30, 1972, the unit will have visited and reviewed all programs of teacher education offered by 15 Iowa colleges and universities (approximately one-half of the Iowa institutions). In preparation for these on-campus reviews, the unit will review and make necessary revisions in the interview instrument used by the colleges to develop a progress report on their teacher education programs (see 5.1.3).

Estimated budget

Review and revision of interview instrument

Professional staff - two days	\$ 124.00
Clerical time and supplies - two days	55.00
Duplication of revised copy	45.00
	<u>\$ 224.00</u>

In-office preparation for on-campus visits to fifteen institutions

Professional staff - eight days (for all visits)	\$ 496.00
Clerical time and supplies	130.00
	<u>\$ 626.00</u>

On-campus visits

Two professional staff members at two days per visit for 15 institutions	\$3,720.00
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Travel and subsistence estimated at \$25.00 per day (30 days) per person	1,500.00
	<u>\$5,220.00</u>

Post-visit report preparation

Professional staff - two days per institution	\$1,860.00
Clerical time and supplies - approximately 1½ days per visit	540.00
	<u>\$2,400.00</u>

TOTAL

\$8,470.00

5.2.2 Description of Activity

By June 30, 1973, the teacher education unit will have visited and reviewed all programs of teacher education offered by 14 Iowa colleges and universities (this would be the remainder of the 29 institutions; half of the previous FY)

Estimated Budget

Approximately the same as programmed
for 5.2.1 with the exception of the
updating of the review instrument \$8,246.00

5.3 Statement of Objective

By June 30, 1974, the teacher education unit will have reviewed all previous reports on programs for the preparation of educational personnel and will have submitted to the administration recommendations for new levels of preparation for such personnel and needed new areas of preparations. This report will also have recommended the elimination of inadequate programs for the preparation of educational personnel offered by Iowa colleges.

5.3.1 Description of Activity

Personnel in the teacher education unit will review the progress reports developed during the 1971-1972 and 1972-1973 academic years in addition to other documents on file for each institution and each program offered therein. This review will also have been based on departmental standards for the development and approval of teacher education programs. (See objective)

An outcome of this review should incorporate, but not limited to the following:

- Suggested levels of preparation required for teachers, supervisors and administrators
- Suggested teaching and support areas which should be developed
- Suggested program eliminations

Estimated Budget

Program review	
Professional staff - 120 days	\$7,440.00
Clerical time, supplies, correspondence	<u>400.00</u>
	\$7,840.00
Report preparation	
Professional staff - 15 days	\$ 930.00
Clerical time and supplies - 5 days	<u>135.00</u>
	\$1,065.00

5.4 Statement of Objective

By June 30, 1975, the teacher education unit will have requested all teacher education institutions to begin preparation of self-evaluation of each preparatory program based on the state standards for the preparation of educational personnel to be submitted by June 30, 1977.

The unit will have prepared and disseminated guidelines for the preparation of said self-evaluation developed in terms of the state standards.

5.4.1 Description of activity

As the basis for continued program approval, each institution approved for teacher education will have to complete and submit to the State Board of Public Instruction a self-evaluation in terms of the state standards for teacher education programs (see objective 5.5). To facilitate this process, the teacher education unit will have prepared a set of guidelines to assist the institutions in this effort and will have secured administrative approval of the guidelines.

Estimated budget

Professional time - preparation of guidelines (draft and final copy)- equivalent of one professional staff member 90 days	\$5,580.00
Clerical time - 30 days	720.00
Supplies and duplication	<u>195.00</u>
	\$6,495.00

5.4.1 (a) Sub-activity

During the preparation of the guidelines, a draft copy will have been submitted to a sampling of at least five institutions for trial and reaction. (Included in estimated budget above)

5.5 Statement of Objective

By June 30, 1973, the teacher education unit will have prepared a handbook providing standards for the development and approval of teacher education programs.

5.4.1 Description of Activity

By January 1, 1971, a staff member in the unit will solicit and review state and national guidelines for the preparation of teachers and develop a suggested content outline. Consideration will be given to new bases for the preparation and certification of educational personnel.

Estimated Budget

Review of literature and development of mailing list	
Professional staff - three days	\$ 186.00
Clerical time and supplies and mailing (50 states and approximately 20 learned societies)	63.00
Review of guidelines and standards and preparation of content outline	
Professional staff - 60 days	3,720.00
Clerical time and supplies - 5 days	<u>135.00</u>
Total	\$4,104.00

5.5.2 Description of Activity

After an internal review and adoption of a content outline, a draft copy will be prepared for review by the Associate Superintendent and the State Advisory Committee on Teacher Education and Certification by May, 1971.

Estimated Budget	
Professional staff - 60 days	\$3,720.00
Clerical staff, supplies and duplication (20 days)	<u>525.00</u>
Total	\$4,245.00

5.5.3 Description of activity

By June 30, 1972, a draft copy of standards for the approval of teacher education programs and any supporting departmental rules, or amendments to existing rules, will have been submitted to the state advisory committee on teacher education and certification, professional groups and selected educators for written reaction. This draft copy will have been based on the first review by the advisory committee and an internal review by the state staff.

Estimated budget	
Professional time - document revision - 60 days	\$3,720.00
Clerical time - 20 days	480.00
Supplies and duplication	190.00
Mailing	<u>36.00</u>
Total	\$4,426.00

5.5.4 Description of Activity

On the basis of reaction inputs, and by June 30, 1973, a draft copy will have been prepared for presentation to the State Advisory Committee on T.E.C. and the Advisory Council and Coordinating Committee for the Improvement of Education and finally to the State Board of Public Instruction for adoption.

A concurrent activity will be the preparation of necessary supporting departmental rules for presentation to the Legislative Rules Review Committee and the office of Attorney General

Estimated budget	
Professional time - document revision 40 days	\$2,480.00
Clerical time - 20 days	480.00
Supplies and duplication	<u>90.00</u>
Total	\$3,050.00

5.5.6 Description of Activity

After approval of said standards, a final copy will be prepared for dissemination to colleges and universities, other state education agencies and professional groups.

Estimated Budget	
Professional time - five days	\$ 310.00
Clerical time and supplies for final copy - proofreading	380.00
Duplication	170.00
Mailing	<u>36.00</u>
Total	\$ 596.00

5.6 Statement of Objective

By June 30, 1973, the teacher education and certification unit will have reviewed and re-written Departmental Rules for the issuance and renewal of Iowa teachers' certificates, and will have presented same to the State Board of Public Instruction, the Legislative Rules Review Committee and the Attorney General's office for approval.

5.6.1 Description of Activity

By June 30, 1971, the unit will have reviewed the Departmental Rules and will have solicited in writing from other units within the Department concerned with teacher education and certification, comments relative to anticipated changes.

Preparation of a draft document detailing types and classes of certificates, requirements for the issuance of original certificates, the renewal of certificates, the dating of certificates and the term of certificates. This document will also suggest new classes of certificates, where appropriate, and will have considered new bases for the issuance of professional teachers' certificates.

Estimated budget

Professional staff - review of Departmental Rules and the solicitation of suggested changes - seven days	\$ 434.00
Clerical time and supplies (memorandum to professional staff and collation of returns) - three days	90.00
Preparation of draft document	
Professional staff - 40 days	2,480.00
Clerical time, supplies and duplication (10 days)(\$169.95 for draft document, 1,000 copies)	789.00
Total	<u>\$3,793.00</u>

5.6.2 Description of Activity

By June 30, 1972, the draft document will have been received by the Advisory Council and Coordinating Committee for the Improvement of Education in Iowa, by school superintendents, selected professional associations and the state staff, and a second draft document will have been prepared.

Estimated budget

Preparation and approval of an instrument to be utilized by persons reviewing the draft document

Professional staff - four days	\$ 248.00
Clerical time, supplies - two days	60.00
Duplication	35.00
Postage for distribution of draft document	<u>114.00</u>
Total	\$ 457.00

5.6.3 Description of Activity

Using the solicited reactions as additional input, the Branch will prepare a copy of suggested departmental rules for the certification and approval of Iowa school personnel for submission to the State Board of Public Instruction, the Legislative Rules Review Committee and the Attorney General by January 1, 1973.

Estimated budget

Collation of reactions and suggestions	
Professional staff - six days	\$ 372.00
Clerical staff - ten days	240.00
Preparation of third draft for review by state staff and submission to the State Board of Public Instruction	
Professional staff - five days	310.00
Clerical staff - five days	<u>120.00</u>
Total	\$1,042.00

5.6.4 Description of Activity

After approval by the State Board of Public Instruction, the Legislative Rules Review Committee, the Attorney General's office, and by June 30, 1974, a document will have been prepared for general distribution. This publication must be clearly written for general consumption.

Estimated budget	
Professional time - 60 days	\$3,720.00
Clerical time - preparation of document and proofreading of copy - 12 days	288.00
Publication cost estimated (commercial) (5,000 copies)	<u>2,100.00</u>
Total	\$4,108.00

5.6.5 Description of Activity

By June 30, 1975, the teacher education and certification unit will have planned and conducted a series of sixteen regional meetings, open to all professional and lay groups, to present the changes in certification regulations.

Estimated budget	
In-office preparation	
Professional time - 10 days	\$ 620.00
Clerical time - 15 days	360.00
Supplies	25.00
Regional meetings (16)	
Two professional staff at two days per meeting	3,968.00
Travel and subsistence	<u>1,920.00</u>
Total	\$6,893.00

5.7 Statement of Objective

By December 30, 1971, the Division of Special Education will have reviewed and prepared a report on program offerings, enrollments, and teaching personnel in preparation programs for special education personnel offered by Iowa institutions approved for teacher education. This report, when completed, will suggest recommendations for program development, necessary new programs and levels of funding and will be submitted to the Associate Superintendent, Pupil Personnel Branch.

5.7.1 Description of Activity

The personnel of the Division of Special Education will review the current teacher education and pupil personnel service programs for those professional personnel working with handicapped pupils at Iowa State University, University of Northern Iowa, University of Iowa, and Drake University. The prepared evaluation schedule would be as follows: Iowa State University by January 1, 1971; Drake University by March 1, 1971; University of Northern Iowa by July 1, 1971; and the University of Iowa by December 1, 1971.

Estimated Budget (five team members at any one time)

In-office preparation

Professional staff at \$62.00 per day (three days per visit)	\$ 186.00
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Clerical staff at \$24.00 per day (one day per visit)	24.00
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On-site visit

Five professional staff members

at \$62.00 per day (two days per visit)	\$ 620.00
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Per diem (subsistence and travel) per person (\$25.00) for five professional staff members (two days per visit)	<u>\$ 250.00</u>	
Total	\$1,080.00	
Total for four visits		\$4,320.00

Statement of Goal

To bring about a greater involvement of all aspects of the education profession and to foster cooperative arrangements among local education agencies, colleges and universities, area schools, professional and lay groups, and the state department of public instruction for the preparation of educational personnel.

5.1 Statement of Objective

Through June 30, 1973, the teacher education unit will have provided appropriate materials to all educators to acquaint them with their responsibility for the preparation of educational personnel and will have fostered cooperative arrangement among concerned agencies and groups.

5.1.1 Description of Activity

By June 30, 1972, the teacher education unit will have prepared an article concerned with new trends in the preparation of educational personnel which focuses on the responsibility of the profession for such preparation. This article would be published in the Educational Bulletin, and circulated to all educational personnel.

5.1.2 Description of Activity

By June 30, 1973, the teacher education unit will have prepared a series of four E.T.V. broadcasts to focus professional attention on new trends in staffing patterns (differentiated staff) and school organization and the relation of each to the preparation of educational personnel.

5.1.3 Description of Activity

The teacher education unit will conduct a series of workshops for each area on staffing and professional development.

Estimated Budget

For Activity 5.1.1 - three professional staff members at two days each	\$ 248.00	
Clerical assistance - one clerk at two days	48.00	
Postage and supplies	35.00	
For Activity 5.1.2 - One professional staff member at one day	62.00	
T.V. expense (half-hour program)	<u>6,000.00</u>	
For Activity 5.1.3 - Two professional staff members at sixteen days each	<u>1,984.00</u>	
Total	\$0,3 77.00	\$5,877.00

Statement of Goal

To develop the concept of performance-based programs for the preparation of educational personnel.

5.1 Statement of Objective

By June 1, 1971, the teacher education unit will have developed and disseminated a position paper on performance-based teacher education and certification.

5.1.1 Description of Activity

The teacher education unit will prepare a draft copy of the position paper on performance-based teacher education and certification with a supporting bibliography. This position paper should include, but not be limited to the following items:

- Brief history - status
- Rationale
- Role of S. E. A.
- Implementation: Role of S. E. A., L. E. A.,
Professional Associations and teacher education
institutions

The draft copy will be reviewed by the staff of the teacher education unit, other selected staff members, and college and university teacher educators. Written reactions and comments will be solicited.

After the reviews, a final copy will be prepared for dissemination to college and university teacher educators, professional associations, school administrators, and interested lay groups.

Estimated Budget

Draft No. 1 - 20 working days	
One professional staff member	\$1,240.00
Draft No. 2 - 5 working days	310.00
Clerical assistance and supplies (10 days at \$24.00 and materials)	310.00
Postage - mailing draft copies	9.00
Postage - final copies	56.00
Total	<u>\$1,925.00</u>

5.2 Statement of Objective

By June 30, 1971, the EPDA section will have reviewed and will have, where feasible, rewritten its guidelines for project applications requiring inclusion of statements of objective in terms of performance criteria. Such performance criteria would apply to all project applications pertaining to the preparation of educational personnel at all levels.

5.2.1 Description of Activity

The EPDA section will review its current application procedures and suggest necessary modifications and amendments to the state plan which will require the implementation of performance criteria (or objectives) for all project applications.

Any and all new application procedures would provide explicit examples of the required performance criteria.

Estimated budget

Professional time - revision and preparation of draft copy (equivalent of one professional staff member - 30 days)	\$1,860.00
Clerical time - 15 days	360.00
Supplies and duplication	<u>35.00</u>
	\$2,255.00

5.2.2 Description of Activity

After internal staff and administrative review, final project application procedures will be prepared and disseminated for projects to be submitted during FY 72

Estimated budget

Professional time - final draft - 5 days	\$ 310.00
Clerical time - 5 days	120.00
Supplies and duplication	60.00
Mailing	<u>96.00</u>
	\$ 586.00

5.3 Statement of Objective

By June 30, 1972, the teacher education and certification unit and the EPDA unit will have jointly planned and conducted an invitational training session on performance-based teacher education and certification. This session will have been based on the Florida State Education Agency model.

5.3.1 Description of Activity

Using the Florida S.E.A. materials as a model for a training session on the concept of performance-based teacher education and certification, the teacher education unit and the EPDA unit will schedule, plan, and conduct a similar training session.

Estimated budget

Planning and preparation for meetings:

Professional time -	
Project planning - equivalent of 30 days for one professional staff member (letters of invitation, contacts for staff consultants, housekeeping details)	\$1,860.00
Clerical time - 15 days	360.00
Supplies	25.00
Outside staff consultants for large group sessions and module sessions	
4 large group leaders (2 days each)	800.00
6 module leaders (2 days each)	1,200.00
Travel for staff consultants and subsistence	2,000.00
Duplication of consultant papers	150.00
Professional staff - conference participation 5 @ 3 days	930.00
Supplies	50.00
	<u>\$6,375.00</u>

5.3.2 Description of Activity

Each person or group attending will be required to develop an action plan for implementing elements of the training sessions.

5.4 Statement of Objective

By June 1, 1973, the teacher education unit will have encouraged and fostered the appointment of task forces on the campuses of institutions for the express purpose of exploring performance-based teacher education programs. Such task forces will have been the outgrowth of the training session to have been conducted during 1972-1973. This objective will have been attained when 10 institutions have appointed such task forces.

5.4.1 Description of Activity

Through the position paper and accompanying documentation (cover letter, examples of other state education agency materials and the ten U.S.O.E. model elementary education program) and the training session, the teacher education unit will actively encourage each teacher preparatory institution to establish campus-wide task forces to explore performance-based teacher education programs.

A portion of the 1971 meeting of college deans and education department chairmen with the Department of Public Instruction will have been devoted to this project. Also, this activity will have been discussed during the progress review of college and university teacher education programs to be conducted in FY '71 and FY '72.

Estimated Budget

Communication with college and university contact personnel regarding the establishment of task forces

Professional time - one day \$ 62.00

Clerical time, supplies and postage - one day 32.60

Presentation at meeting of college deans and education chairmen

Professional staff - preparation and presentation - 1½ days 93.00

Total \$ 187.60

5.5 Statement of Objective

By June 30, 1974, the teacher education unit will have encouraged and will have solicited from institutions experimental programs having performance base. Specific effort will have focused on experimental programs for teachers who will work with disadvantaged and handicapped pupils. (Elementary, secondary, career education, special education.)

5.5.1 Description of Activity

During the fall of 1973, the teacher education unit, in conjunction with the division of special education, career education, the urban education section and the special needs sections, will plan and conduct a series of three regional conferences to present the need for teachers in these special areas and will actively work to solicit programs of preparation having a performance base.

Estimated budget

Pre-conference planning

Professional staff - 10 days	\$ 620.00
Clerical time - 5 days	120.00
Supplies	20.00
Mailing	8.00
Conferences - 5 professional staff at one day per conference	1,860.00
Travel and subsistence	<u>425.00</u>
	\$3,053.00

5.6 Statement of Objective

Through June 30, 1975, the Teacher Education Unit in conjunction with other appropriate units of the DPI will have provided leadership in the planning, implementation, and approval of experimental, preparatory programs having a performance base.

5.6.1 Description of Activity

Staff members in the Teacher Education Unit will assist institutions in the planning and development of preparation programs which are based on performance criteria. Such assistance will include assistance in the writing of performance criteria, evaluation of programs, recommendation of procedures for eventual certification of personnel completing such programs.

Estimated Budget

On-campus meetings (ten)	\$ 620.00
Travel and subsistence	250.00
In-office conferences (ten)	620.00

Professional time - attendant responsibilities (program reviews, report prepara- tion, procedural controls - 60 days)	\$3,620.00
Clerical time - 30 days	720.00
Supplies	<u>35.00</u>
Total	<u>\$5,865.00</u>

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