

ADMINISTRATOR ALTERNATIVE CERTIFICATION

<i>Name of Certificate</i>	Certificate will be referred to as Educator Certification - Alternative Certification.
<i>Certificate Type</i>	Alternative Certification – An alternative process of completing teacher or administrator certification requirements while simultaneously employed as a teacher or administrator in a public or Department-accredited school.
<i>Preparation Type</i>	<ul style="list-style-type: none"> • Superintendent Alternative Certification (not completed) or • Principal Alternative Certification (not completed)
<i>Duration and Expiration of Certificate</i>	<ul style="list-style-type: none"> • One-year Certificate which can be renewed four times • Certificates expire June 30th
<i>Fees</i>	<ul style="list-style-type: none"> • \$25 Initial Educator Certificate (1-year Certificate) • \$25 1-year Renewal
<i>Scope of Certificate</i>	<p>May perform administrative duties while pursuing alternative certification as a superintendent or principal, but may not act as both while completing the administrator alternative certification.</p> <p>An administrator alternative certificate holder may not teach or administer beyond the endorsement areas listed on the certificate.</p>
<i>Certificate Holder Requirements for both a Superintendent and Principal Alternative Certification</i>	<ul style="list-style-type: none"> • Must have a valid Alternative Preliminary Certificate or SD Educator Certificate • Receive an offer of employment from a public or Department-accredited school; and • Submit a professional development plan identifying how the requirements to complete alternative certification will be met.
<i>Superintendent Alternative Certification Requirements</i>	<ul style="list-style-type: none"> • Must have a master’s degree or higher from a regionally-accredited institution of higher education; • Have three or more years of experience in a management role in a business, public school, or department-accredited school or employed as a teacher with a leadership role; and • Pass the state-designated school superintendent assessment prior to
<i>Principal Alternative Certification Requirements</i>	<ul style="list-style-type: none"> • Must complete a state-approved teacher education program or alternative certification program; • Have three or more years of teaching experience; and • Pass the state-designated school leadership assessment prior to renewal of the certificate.

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Authorization

- **Superintendent Alternative Certification**
 - An applicant for a superintendent alternative certificate may be an administrator in the following areas once the endorsement requirements are met:
 - School superintendent
 - An applicant for a superintendent alternative certificate may not be an administrator in the following areas:
 - K-12 Principal
- **Principal Alternative Certification**
 - An applicant for a principal alternative certificate may be an administrator in the following areas once the endorsement requirements are met:
 - K-12 Principal
 - An applicant for a superintendent alternative certificate may not be an administrator in the following areas:
 - School Superintendent

Employer Requirements

- Verify the applicant has a valid alternative preliminary certificate;
- Document the school attempted but was unable to hire a certified administrator prior to hiring an administrator with an alternative certificate;
- Assign a mentor with experience as a school administrator to support the applicant;
- Prove the applicant with information about the SD Code of Professional Ethics for Teachers and the SD Code of Professional Ethics for Administrators;
- Train the applicant on the administrator and teacher evaluation systems; and
- Recommend the administrator alternative certificate applicant for renewal based on documented performance and progress.

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Requirements to Obtain a Professional Administrator Certificate with a Superintendent Endorsement

- **Complete a minimum of 21 transcribed credits from a regionally-accredited institution of higher education with a grade of C or higher in the following areas:**
 - Leadership and district culture;
 - Organizational management;
 - Values and ethics of leadership;
 - Educational policy and law;
 - Communication;
 - Community relations;
 - Curriculum planning and development;
 - School finance;
 - Instructional management; and
 - Three-hour approved South Dakota Indian studies course.
- Pass the state-designated content test; and
- Receive signoff from the applicant’s employing district.

Requirements to Obtain a Professional Administrator Certificate with a K-12 Principal Endorsement

- **Complete a minimum of 18 transcribed credits from a regionally-accredited institution of higher education with a grade of C or higher in the following areas:**
 - Instructional leadership;
 - Ethical and inclusive leadership;
 - Cognitive coaching/facilitation skills;
 - Creating a safe and inclusive school environment;
 - Process management;
 - Systems management;
 - Educational policy and law; and
 - Three-hour approved South Dakota Indian studies course.
- Pass the state-designated content test; and
- Receive signoff from the applicant’s employing school.

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<i>Renewal Requirements</i>	<ul style="list-style-type: none">• Submit documented evidence of progress toward meeting the requirements to complete alternative certification;• Submit a recommendation for renewal from the employing district; and• Complete one hour of Suicide Awareness and Prevention Training is required by state statute.
<i>Maximum Length of Certificate</i>	<ul style="list-style-type: none">• The applicant has five years to complete the administrator alternative certificate. The administrative alternative certificate is invalid following the expiration date of the fifth year.• After alternative certification requirements are met the Alternative Certification Preparation will be updated from not complete to complete.• Must complete passage of the state-designated content test prior to the first renewal.