

# ADMINISTRATOR ALTERNATIVE CERTIFICATION

<b><i>Name of Certificate</i></b>	Certificate will be referred to as Educator Certification - Alternative Certification.
<b><i>Certificate Type</i></b>	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.
<b><i>Preparation Type</i></b>	<ul style="list-style-type: none"> <li>• Superintendent Alternative Certification (not completed) or</li> <li>• Principal Alternative Certification (not completed)</li> </ul>
<b><i>Duration and Expiration of Certificate</i></b>	<ul style="list-style-type: none"> <li>• One-year Certificate which can be renewed four times</li> <li>• Certificates expire June 30<sup>th</sup></li> </ul>
<b><i>Fees</i></b>	<ul style="list-style-type: none"> <li>• \$25 Initial Educator Certificate (1-year Certificate)</li> <li>• \$25 1-year Renewal</li> </ul>
<b><i>Scope of Certificate</i></b>	<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>
<b><i>Certificate Holder Requirements for both a Superintendent and Principal Alternative Certification</i></b>	<ul style="list-style-type: none"> <li>• Must have a valid Alternative Preliminary Certificate or SD Educator Certificate</li> <li>• Receive an offer of employment from a public or Department-accredited school; and</li> <li>• Submit a professional development plan identifying how the requirements to complete alternative certification will be met.</li> </ul>
<b><i>Superintendent Alternative Certification Requirements</i></b>	<ul style="list-style-type: none"> <li>• Must have a master’s degree or higher from a regionally-accredited institution of higher education;</li> <li>• 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</li> <li>• Pass the state-designated school superintendent assessment prior to renewal of the certificate.</li> </ul>
<b><i>Principal Alternative Certification Requirements</i></b>	<ul style="list-style-type: none"> <li>• Must complete a state-approved teacher education program or alternative certification program;</li> <li>• Have three or more years of teaching experience; and</li> <li>• Pass the state-designated school leadership assessment prior to renewal of the certificate.</li> </ul>

# ADMINISTRATOR ALTERNATIVE CERTIFICATION

## *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.

# ADMINISTRATOR ALTERNATIVE CERTIFICATION

***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.

# ADMINISTRATOR ALTERNATIVE CERTIFICATION

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