



Association for **Advancing**
Quality in Educator Preparation

COOPERATION AGREEMENT

between the
Association for Advancing Quality in Educator Preparation
and
Idaho State Board of Education

This agreement establishes a framework for cooperation between the Association for Advancing Quality in Educator Preparation (AAQEP), 173 Milkweed Dr. Lake Frederick, VA 22630, and Idaho State Board of Education (OSBE), 650 West State Street 3rd Floor Boise, Idaho 83702, with regard to quality assurance activities in support of educator preparation in the State of Idaho. The purpose of this agreement is to support quality assurance, continuous improvement, and innovation in educator preparation by entities approved by OSBE as they seek and maintain national accreditation through AAQEP.

This agreement shall take effect beginning on June 14, 2023, and ending on June 30, 2028, and shall be revisited every five years. The agreement may be modified whenever OSBE and AAQEP find it appropriate during this term.

AAQEP affirms OSBE's efforts to ensure quality preparation of educators to meet the needs of Idaho's children, families, schools, and communities and commits to ensuring quality educator preparation by AAQEP-member providers approved by OSBE. By entering this agreement, OSBE affirms AAQEP's mission of promoting and recognizing quality educator preparation that strengthens the education profession's ability to serve all students, schools, and communities.

1. Standards Used in Quality Assurance Reviews

Quality assurance reviews conducted by AAQEP in Idaho will be guided by the current version of the AAQEP standards (available at <https://aaqep.org>) and in keeping with AAQEP policy regarding the application of those standards. In conducting reviews of programs approved by OSBE, AAQEP will require that all relevant Idaho standards and state rules/regulations be addressed.

Providers approved by OSBE must meet all relevant Idaho standards set forth in IDAPA 08.02.02, Idaho State Board of Education Policy IVB, Idaho State Board of Education Policy IVE, Idaho Code 33-1207A, Idaho Code 33-114, and other relevant regulations/rules.

In addition, providers are welcome to orient their quality assurance review to other relevant professional standards (for example, those from professional associations such as the National Council for Social Studies, the International Literacy Association, the National Council for Teachers of Mathematics, etc.).

2. Scope of Quality Assurance Reviews

The scope of AAQEP accreditation sought by providers in Idaho must include all programs registered with or recognized by the state education authority that require continuous accreditation per IDAPA 08.02.02, Idaho Code 33-114, and Idaho Code 33-1207A. In addition to the programs that require continuous accreditation, the provider may, at its discretion, choose to include additional programs of study leading to a degree or certificate designed for those intending to work as, or already working as, educational professionals. For such programs of study, where no state standards are specified, the provider shall identify any standards in addition to the AAQEP standards to which the programs are aligned.

The scope of the AAQEP accreditation sought by providers in Idaho will be determined by the provider in consultation with AAQEP. The provider will clearly identify which aspects of its work are and are not accredited in all public displays that make note of accreditation.

3. Quality Assurance Review Process

All quality assurance reviews conducted by AAQEP will be guided by AAQEP's policies and procedures as specified in the *Guide to AAQEP Accreditation*, available at <https://aaqep.org>.

- AAQEP's process includes an optional proposal review stage two to three years prior to a scheduled site visit.
- All quality assurance reviews leading to 'accreditation' status (7 years) include an off-site review conducted virtually two months prior to each site visit which OSBE staff are welcome to attend, and an on-site visit, the scope of which is determined by program size and complexity.
- All quality assurance reviews leading to 'initial accreditation' (5 years) status include a preliminary virtual meeting with program staff and a virtual site visit which includes stakeholder meetings and review of data when appropriate; OSBE staff are welcome to attend these meetings.

4. Review Team Composition

AAQEP will appoint a sufficient number of Quality Review Team members with appropriate qualifications to each review case to ensure that the review is carried out thoroughly and efficiently. Each AAQEP review team will include at least one educational practitioner from Idaho nominated by the provider hosting the review; that practitioner will receive training and support from AAQEP. The local practitioner(s) will support the review team's understanding of and respect for the local and state educational context and participate as a full member of the Quality Review Team.

In addition to the AAQEP-appointed members, one or more OSBE staff members may participate as observers. The provider hosting the review and the state agency will determine the bearer of the cost that may occur to host state observers.

Other observers, including those seeking a better understanding of the AAQEP process, may participate as agreed to by AAQEP and the hosting provider. The additional cost, if any, will be paid by the observers.

5. Reviewer Preparation and Qualifications

All review team members will meet AAQEP preparation and quality requirements. Reviewer training and professional learning opportunities will be made available to OSBE staff at no cost (though AAQEP will not cover travel and lodging expenses); OSBE observers are invited to participate in training prior to joining review teams as observers. Training is not a condition for participation as observers.

6. Relation of Accreditation to Program Approval

All decisions for state approval of education preparation programs for each content or specialty area are within the sole authority of the OSBE. State decisions to approve or not approve provider programs are made independent of AAQEP determinations regarding the accreditation of the provider. AAQEP acknowledges that the rules and standards that govern state approval of a provider and its programs in Idaho are subject to change at any time by the OSBE.

AAQEP's process requires disaggregation of evidence by licensure, certificate, or endorsement area as well as by program site and/or mode of delivery. This allows for quality judgments to be made regarding each licensure, certificate, or endorsement area program under the scope of accreditation. Quality assurance at the program level provides evidence for how AAQEP standards on candidate and completer performance are being met and facilitate comprehensive judgment of the provider as a whole.

7. Accreditation Decisions

AAQEP accreditation decisions are made by the AAQEP Accreditation Commission. Accreditation statuses and terms are detailed in AAQEP's *Guide* and policy documents, available at <https://aaqep.org>. Accreditation status is granted for a term of seven years, contingent on the completion of annual reports and any other required reports. Initial accreditation status is granted for a term of five years, contingent on the completion of annual reports and any other required reports. Observers from OSBE are welcome to attend meetings of the Accreditation Commission at which cases of Idaho providers are considered (meetings are typically conducted via video conference). Accreditation decisions, including the reports on which decisions are based and the Accreditation Commission's rationale for each decision, will be shared with the OSBE.

8. Communication and Logistics of Collaboration

Providers seeking AAQEP accreditation will ensure that OSBE is apprised of the schedule of accreditation activities, including scheduled site visit dates. Providers will also send a copy of or links to the final version of their Quality Assurance Report (the self-study) electronically to OSBE at the same time they provide it to AAQEP. AAQEP will inform OSBE of the Accreditation Commission meeting(s) at which a provider's case will be considered.

AAQEP will send copies of all reports or official letters generated by the review team and the Accreditation Commission to the OSBE contact person.

The primary contact person is:

Kathleen Shoup
Educator Effectiveness Program Manager
Office of the Idaho State Board of Education
650 West State Street – 3rd Floor
Boise, Idaho 83702
208-332-1593
Kathleen.Shoup@osbe.idaho.gov

In addition, OSBE and AAQEP agree to share information regarding any changes to state approval and national accreditation status.

9. AAQEP Capacity Review and Formative Support Options

In cooperation with and at the discretion of OSBE, AAQEP will make available to Idaho providers the following additional services:

- **AAQEP Program Performance Review.** AAQEP provides a means for accomplishing both EPP accreditation and program review simultaneously based on the preparation of a single report. This assures that program-level review is based on the most current available evidence and that the EPP and program-level evaluation and planning are integrated. Program performance review is based on the disaggregated evidence presented in the standard AAQEP Quality Assurance Report, supplemented by additional analysis by programs that is appended to the report. The review addresses program-specific standards alignment and evidence regarding content knowledge, pedagogical knowledge, and instructional performance, and includes analysis of program-specific data and planning for improvement based on that data. The State makes the final decision on the approval of any program.
- **AAQEP also facilitates program and provider improvement for entities that have identified specific shortcomings in their work, including cases where shortcomings have been identified through external evaluations such as state or accreditation reviews.** AAQEP will enter into an agreement with the provider and OSBE to establish a timeline, priorities, and outcomes for such reviews.

10. Membership

AAQEP views cooperation among accreditors, educator preparation providers, and SEAs as essential to effective quality assurance. It enters into this agreement with the intent of supporting both OSBE and providers authorized by it in ensuring the preparation of excellent and effective teachers and other professional educators. OSBE agrees to join AAQEP as a state member at no cost in support of these goals.

In support of shared goals, AAQEP will provide the following supportive services to OSBE staff and board members:

- Workshops and webinars: AAQEP will offer free registrations for OSBE staff or board members to participate in webinars and in-person workshops AAQEP offers within ID (AAQEP does not cover travel expenses, meals, or lodging).
- AAQEP Annual Events: AAQEP will provide one OSBE staff or board member with one no-cost registration to its annual Quality Assurance Symposium and to the AAQEP Institute and provide any additional OSBE staff or board member registration at the reduced member rate. In addition, OSBE staff or board members may participate in AAQEP professional learning events, including reviewer training, at no cost (travel, etc., excepted, as above).

Signatures:



Mark LaCelle-Peterson, President and CEO, AAQEP

7/13/2023

Date



Name of SEA Representative, Idaho State Board of Education

7/13/2023

Date