

## Advanced Specialty Set: Special Education Administration Specialist

Advanced Preparation Standard 1: Assessment	
<i>Knowledge</i>	
SEA.1.K1	Models, theories, and practices used to evaluate educational programs and personnel serving individuals with exceptionalities and their families
<i>Skills</i>	
SEA.1.S1	Advocate for and implement procedures for the participation of individuals with exceptionalities in accountability systems
SEA.1.S2	Develop and implement ongoing evaluations of education programs and personnel
SEA.1.S3	Design and implement evaluation procedures that improve instructional content and practices

Advanced Preparation Standard 2: Curricular Content Knowledge	
<i>Knowledge</i>	
SEA.2.K1	Instruction and services needed to support access to the general education curriculum for individuals with exceptionalities
<i>Skills</i>	
SEA.2.S1	Develop and implement an administrative plan that supports the use of instructional and assistive technologies
SEA.2.S2	Provide ongoing supervision of personnel working with individuals with exceptionalities and their families

### Advanced Preparation Standard 3: Programs, Services, and Outcomes

#### *Knowledge*

SEA.3.K1	Programs and services within the general education curriculum to achieve positive school outcomes for individuals with exceptionalities
SEA.3.K2	Programs and strategies that promote positive school engagement for individuals with exceptionalities

#### *Skills*

SEA.3.S1	Develop and implement a flexible continuum of services based on effective practices for individuals with exceptionalities and their families
SEA.3.S2	Develop and implement programs and services that contribute to the prevention of unnecessary referrals
SEA.3.S3	Develop data-based educational expectations and evidence-based programs that account for the impact of diversity on individuals with exceptionalities and their families

### Advanced Preparation Standard 4: Research and Inquiry

#### *Knowledge*

SEA.4.K1	Research in administrative practices that support individuals with exceptionalities and their families
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#### *Skills*

SEA.4.S1	Engage in data-based decision making for the administration of educational programs and services that support exceptional individuals with exceptionalities and their families
SEA.4.S2	Join and participate in professional administrative organizations to guide administrative practices when working with individuals with exceptionalities and their families

### Advanced Preparation Standard 5: Leadership and Policy

#### *Knowledge*

SEA.5.K1	Models, theories, and philosophies that provide the foundation for the administration of programs and services for individuals with exceptionalities and their families
SEA.5.K2	Historical and social significance of the laws, regulations, and policies as they apply to the administration of programs and the provision of services for individuals with exceptionalities and their families
SEA.5.K3	Local, state or provincial, and national fiscal policies and funding mechanisms in education, social, and health agencies as they apply to the provision of services for individuals with exceptionalities and their families

### Advanced Preparation Standard 5: Leadership and Policy (*cont'd*)

<i>Skills</i>	
SEA.5.S1	Interpret and apply current laws, regulations, and policies to the administration of services to individuals with exceptionalities and their families
SEA.5.S2	Apply leadership, organization, and systems change theory to the provision of services for individuals with exceptionalities and their families
SEA.5.S3	Develop a budget in accordance with local, state or provincial, and national laws in education, social, and health agencies for the provision of services for individuals with exceptionalities and their families
SEA.5.S4	Engage in recruitment, hiring, and retention practices that comply with local, state or provincial, and national laws as they apply to personnel serving individuals with exceptionalities and their families
SEA.5.S5	Communicate a personal inclusive vision and mission for meeting the needs of individuals with exceptionalities and their families

### Advanced Preparation Standard 6: Professional and Ethical Practice

<i>Knowledge</i>	
SEA.6.K1	Ethical theories and practices as they apply to the administration of programs and services with individuals with exceptionalities and their families
SEA.6.K2	Adult learning theories and models as they apply to professional development programs
SEA.6.K3	Professional development theories and practices that improve instruction and instructional content for individuals with exceptionalities
SEA.6.K4	Effect of diversity on educational programming expectations for individuals with exceptionalities
SEA.6.K5	Principles of representative governance that support the system of special education administration
<i>Skills</i>	
SEA.6.S1	Communicate and demonstrate a high standard of ethical administrative practices when working with staff serving individuals with exceptionalities and their families
SEA.6.S2	Develop and implement professional development activities and programs that improve instructional practices and lead to improved outcomes for individuals with exceptionalities and their families

Advanced Preparation Standard 7: Collaboration	
<i>Knowledge</i>	
SEA.7.K1	Collaborative theories and practices that support the administration of programs and services for individuals with exceptionalities and their families
SEA.7.K2	Administrative theories and models that facilitate communication among all stakeholders
SEA.7.K3	Importance and relevance of advocacy at the local, state or provincial, and national level for individuals with exceptionalities and their families
<i>Skills</i>	
SEA.7.S1	Utilize collaborative approaches for involving all stakeholders in educational planning, implementation, and evaluation
SEA.7.S2	Strengthen the role of parent and advocacy organizations as they support individuals with exceptionalities and their families
SEA.7.S3	Develop and implement intra- and interagency agreements that create programs with shared responsibility for individuals with exceptionalities and their families
SEA.7.S4	Develop seamless transitions of individuals with exceptionalities across the educational continuum and other programs from birth through adulthood
SEA.7.S5	Implement collaborative administrative procedures and strategies to facilitate communication among all stakeholders
SEA.7.S6	Engage in leadership practices that support shared decision making
SEA.7.S7	Demonstrate the skills necessary to provide ongoing communication, education, and support for families of individuals with exceptionalities
SEA.7.S8	Consult and collaborate in administrative and instructional decisions at the school and district levels