

IN THE MATTER OF : NEW JERSEY DEPARTMENT OF EDUCATION  
THE CERTIFICATION : STATE BOARD OF EXAMINERS  
APPLICATION OF : CERTIFICATION APPEAL  
DR. JOYCE BEAM : DOCKET NO: CA001-6/01

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At its meeting of June 14, 2001, the State Board of Examiners reviewed a determination the Office of Licensing and Credentials (hereafter "Office") had issued regarding the certification application of Dr. Joyce Beam. Pursuant to N.J.A.C. 6:11-3.15, Beam was appealing the decision the Office had made with regard to her application for certification as a Supervisor, Principal or School Administrator because she believed that her evaluation had not been given proper consideration.

This case originated on October 16, 2000 when the Office completed Beam's transcript evaluation for Principal, Supervisor and Teacher of the Handicapped certification based upon a review of her official undergraduate and graduate transcripts. Office staff also contacted the Maryland Department of Education and the Charles County Public Schools in Maryland in order to determine the title and scope of Beam's administrative positions and the Maryland certificate required for each position. By so doing, the staff sought to ascertain whether Beam satisfied the requirements for administrative reciprocity. At the end of the evaluation, the Office issued Beam a standard New Jersey Teacher of the Handicapped certificate. The Office further determined that she was not eligible for the Supervisor's certificate because she did not satisfy the requirements for that certificate pursuant to N.J.A.C. 6:11-9.6. Beam was also ineligible for the principal's certificate both by virtue of her transcript evaluation as well as under the reciprocity provision for principals, N.J.A.C. 6:11-9.5(f).

On May 21, 2001, the Office completed a school administrator evaluation for Beam. This additional evaluation was based on a letter Beam had sent to the Office requesting that her certification application be amended to include consideration for a School Administrator Certificate of Eligibility. After the transcript evaluation, the Office determined that Beam was ineligible for this certificate as well. She also did not meet the reciprocity criteria for school administrators as outlined in N.J.A.C. 6:11-9.4(i).

Beam appealed the administrative evaluations to the Board of Examiners pursuant to N.J.A.C. 6:11-3.15.<sup>1</sup> She asked the Board to focus on three issues: her education and work experience, the definition of school administrator as indicated in N.J.A.C. 6:11-9.3 as it related to reciprocity given for administrators pursuant to N.J.A.C. 6:11-9.4(i) and her request for supervisor certification.<sup>2</sup> As supporting documentation, Beam included job descriptions, evaluations, summaries of her work experience in Maryland and letters of recommendation.

N.J.A.C. 6:11-9.3 defines the authorization of school administrator as follows:

School administrator: This endorsement is required for any position that involves services as a district-level administrative officer. Such positions shall include superintendent, assistant superintendent, executive superintendent and director. Holders of this endorsement are authorized to direct the formulation of district goals, plans, policies, and budgets, to recommend their approval by the district board of education, and to direct their district-wide implementation. Holders of this endorsement are authorized to recommend all staff appointments and other personnel

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<sup>1</sup> The Ridgewood Public School District, which had hired Beam prior to her receipt of administrative certification, also appealed the Office's decision. However, the Board of Examiners determined that Ridgewood did not have standing to appeal. See, e.g. Mary Lee Fisher v. State Board of Examiners, 96 N.J.A.R.2d (EDU) 561 (since certification is a credential sought by an individual and not a board of education, only the applicant has standing to appeal an adverse determination on a certification application).

<sup>2</sup> While technically Beam did not appeal the denial of her application for a principal's certificate, the Board considered her case with regard to all of the certificates for which she had applied. This decision will therefore address Beam's appeal as it relates to her request for principal, supervisor and school administrator certification.

actions, such as terminations, suspensions, and compensation, including the appointment of school business administrators, for approval by the district board of education. Holders of this endorsement are authorized to direct district operations and programs, and to supervise and evaluate building administrators and central office staff, including school business administrators. They are also authorized to oversee the administration and supervision of school-level operations, staff and programs.

In order to be eligible for a school administrator's certificate, a candidate must hold a master's degree or its equivalent in certain enumerated fields of leadership or management. See N.J.A.C. 6:11-9.4(a)1. The Office determined that Beam did not hold a Master's degree in any of those recognized fields. Moreover, she has not submitted evidence to the Board that proves she has acquired such a degree. In addition she lacked graduate study in leadership and human resource management, quantitative decision-making, communications, finance and law as required by the regulation. However, even though Beam lacked the required master's degree since she possessed an out-of-State certificate, she was eligible to apply for the New Jersey school administrator certificate as a matter of reciprocity.

N.J.A.C. 6:11-9.4(i) provides that:

Each candidate who holds an out-of-State school administrator certificate but does not hold the required master's or higher degree in management or leadership in (a) 1 above, shall be granted reciprocity upon presenting the following:

1. An out-of-state school administrator certificate;
2. Official documentation of five years of successful full-time experience under the out-of-State certificate. This experience shall be in a position(s) comparable to the position authorized under the school administrator endorsement;
3. A master's degree in any area;
4. Completion of the test requirement;
5. An offer of employment in a school district in a position that requires the school administrator certificate; and

6. A residency completed under provisional certification as outlined in (b)2 above. The residency shall be modified to focus primarily on New Jersey finance and law.

Although Beam had experience at the district level for more than the required five years, she did not acquire that experience under a Maryland school administrator certificate as is required under New Jersey law. In fact, her Maryland school administrator certificate was not issued until January 2001, several months **after** she left her position in that State. Accordingly, since she did not acquire her experience under her school administrator certificate, she is not eligible for a New Jersey school administrator certificate by virtue of reciprocity.

Similarly, Beam is not eligible for a principal's certificate based on either her credentials or reciprocity. N.J.A.C. 6:11-9.3 defines the authorization for principal as follows:

Principal: This endorsement is required for any position that involves service as an administrative officer of a school or other comparable unit within a school or district. Such positions shall include assistant superintendent for curriculum and instruction, principal, assistant principal, vice-principal and director. Holders of this endorsement are authorized to direct the formulation of goals, plans, policies, budgets and personnel actions of the school or other comparable unit, to recommend them to the chief district administrator, and to direct their implementation in the school or other comparable unit. Holders of this endorsement also are authorized to direct and supervise all school operations and programs, to evaluate school staff, including teaching staff members pursuant to N.J.S.A. 6:3-1.19 and 1.21, and to direct the activities of school-level supervisors.

N.J.A.C. 6:11-9.5(a)1 sets forth the master's degree requirements for principals. The requirements here are virtually identical to those in the regulatory counterpart for school administrators. Once again, Beam is ineligible for the certificate because her graduate degrees were not in a recognized field of leadership or management, as the regulation

requires. See N.J.A.C. 6:11-9.5(a)1. Moreover, after reviewing the documents Beam submitted, it is clear that she is also ineligible for the principal's certificate based on reciprocity. Pursuant to N.J.A.C. 6:11-9.5(f):

(f). Each candidate who holds an out-of-State principal certificate but does not hold the required master's or higher degree in management or leadership in (a) 1 above shall be granted reciprocity upon presenting the following:

1. An out-of-State principal certificate;
2. Official documentation of five years of successful full-time experience under the out-of-state certificate. This experience shall be in a position(s) comparable to the position authorized under the principal endorsement;
3. A master's degree in any area;
4. Completion of the test requirement;
5. An offer of employment in a position that requires the principal certificate in a school district; and
6. A residency completed under provisional certification as outlined in (b) 2 above. The residency shall be modified to focus primarily on New Jersey finance and law.

Although Beam had acquired administrative experience in Maryland under a principal certificate, that experience was district-wide and not at the building or a comparable level. Subsection 9.5(f)2 requires experience under the out-of-State certificate in "a position(s) comparable to the position authorized under the principal endorsement." Since that endorsement authorizes administrative service in a "school or other comparable unit within a school or district," N.J.A.C. 6:11-9.3, Beam's experience does not satisfy the regulatory criteria for reciprocity. Accordingly, Beam is ineligible for the principal's certificate.

Finally, the Board reviewed Beam's appeal with regard to her application for a supervisor's certificate. The requirements for supervisor certification established in N.J.A.C. 6:11-9.6 include the holding of a master's degree. The requirements are as follows:

- (a) Successful completion of one of the following is required for supervisors:
1. A college curriculum approved by the New Jersey Department of Education as the basis for issuing this endorsement; or
  2. A program of college studies including 12 semester hours of graduate study in supervision and curriculum development. Included in this study must be at least one course in the general principles of staff supervision, and one course in the general principles of curriculum development and evaluation. The additional work may be oriented directly toward supervision and curriculum development in particular grade levels, or in specific subject fields.
  3. When candidates have completed their preparation for this endorsement in an out-of-State college or university, a master's degree in educational administration or supervision from a program accredited by the National Council for Accreditation of Teacher Education (NCATE) will be accepted as meeting the college study requirements indicated above.
  4. A standard New Jersey teacher's certificate or its equivalent, and three years of successful teaching experience. Experience in New Jersey public schools must have been completed under an appropriate New Jersey teacher's certificate or its equivalent.

As to the supervisor's certificate, the Office had found that Beam lacked nine graduate semester hour credits in staff supervision and curriculum development that included study in general principles of curriculum development for both elementary and secondary grades. After reviewing Beam's submissions, the Board voted to deny Beam's appeal for supervisor certification. The Board found that Beam did not submit evidence of additional graduate coursework in staff supervision or curriculum development that would invalidate the Office's evaluation or meet the graduate study requirements outlined in N.J.A.C. 6:11-9.6. Accordingly, Beam is ineligible for the supervisor's certificate.

For all of the foregoing reasons, it is therefore ORDERED that Dr. Joyce Beam's appeal of the decision of the Office of Licensing and Credentials to deny her application for School Administrator, Principal and Supervisor certificates be denied on this 14th day of June 2001

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Acting Secretary  
State Board of Examiners

Date of Mailing: March 25, 2002

Appeals may be made to the State Board of Education pursuant to the provisions of N.J.S.A. 18A:6-28.

JD:MZ:kb:Joyce Beam