



CAGS in Educational Leadership

# Certificate of Advanced Graduate Studies

For licensure or non-licensure: 36 credits\*, 4 terms full-time • Program approved by the Mass. Dept. of Elementary & Secondary Education (ESE) for • Superintendent/Assistant Superintendent (all levels) • Principal/Assistant Principal (levels PreK-6, 5-8, 9-12)

The **CERTIFICATE OF ADVANCED GRADUATE STUDIES (CAGS)** program in **EDUCATIONAL LEADERSHIP LEADERSHIP** is a post-master's option designed for educators to advance their knowledge and skills specific to leadership in P-12 schools and districts. The focus is to advance teaching and learning through school transformation in one of three concentrations: (1) school administration, (2) curriculum, or (3) special education. The program is based on standards upheld by the Educational Leadership Constituent Council and follows the Massachusetts Department of Elementary and Secondary Education's (ESE) Professional Standards for Administrators. Emphasized is the role power and politics play in schools and districts along with research skills and data analysis required to support and advance caring, competent, and qualified teachers and school leaders.

**Outcomes** — Graduates: (a) demonstrate a knowledge of and sensitivity to school and system organization; (b) understand that improving teaching and learning is an intricate process that requires a willingness to change, an educational vision, and persuasive communication; (c) pursue action research and data collection to inform decision making and create meaningful professional development for faculty; and (d) explore technology, inclusive strategies for reaching a diverse student body, and develop skills in teaching students with special needs and those for whom English is a second language. As a result, graduates perceive their educational setting as part of a larger system and are able to identify workable solutions for positive change supportive of teaching and learning.

**Careers** — Graduates enter into the full range of school leadership positions in public, private, and charter schools and in corporate and community education. Positions held include teacher-leaders, department chairs, assistant principal, and principal. In addition, graduates hold offices at the district level as coordinators, directors, assistant superintendents and superintendents.

An administrator license is required for employment half-time or more as director, department head, or curriculum specialist.

**All students enter** the CAGS program in the non-licensure path and, upon completion of their first term, declare an area of concentration (School Administration, Special Education Administration, Curriculum & Instruction) along with their intent to pursue licensure specific to the Commonwealth of Massachusetts either as a Superintendent/Assistant Superintendent (all levels), Principal/Assistant Principal (either 5-8 or 9-12), Supervisor/Director (at level of prerequisite license), or Special Education Administration (all levels).

### Requirements for CAGS-Non-Licensure

All CAGS components are required except for those specific to licensure (e.g., the Massachusetts Communications and Literacy MTEL, SEI, and/or MA-PAL). Alternative assignment to fulfill the practicum requirement may be offered at the discretion of faculty.

**Program and course schedule subject to change.**  
**Program chair:** Charles Grandson, EdD  
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### Requirements for CAGS-Licensure

All CAGS components are required specific to the area of licensure sought.

**Entry Requirements** — All documents submitted to the program chair for processing:

- Minimum 3.0 GPA in graduate courses taken in the CAGS program.
- Evidence of successful completion of the Massachusetts Communications and Literacy (MTEL). This may include either a notice on official ESE letterhead or printout of passing score from ELAR (Educator Licensure and Recruitment System).
- Intent to Pursue Licensure Path (Form A) with area of licensure clearly delineated and signatures of support from two instructors, the professional seminar advisor, and approval of the program chair.
- Declaration of CAGS concentration noting either School Administration (Superintendent/Assistant Superintendent or Principal/Assistant Principal), Special Education Administration, or Curriculum and Instruction (Supervisor/Director).
- Change of Academic Program form signed by you, the program chair, and dean.

**Program Completion Requirements** — For program exit:

- All CAGS requirements for licensure must be met, including those outlined for program entry, all CAGS courses, and field experiences (e.g., pre-practicum and practicum).
- SEI705 Sheltered English Immersion (2 additional credits) or successful completion of the SEI RETELL or SEI MTEL offered through the ESE.
- A total of 500 hours of field experiences, including the Pre-Practicum and Practicum, in the role and level of certification sought for all levels of licensure for the Superintendent/Assistant Superintendent and Principal/Assistant Principal. A total of 300 hours is required for Supervisor/Director.
- Massachusetts Performance Assessment for Leaders (PAL) — required of candidates seeking certification as a principal or assistant principal.
- Exit Performance Portfolio via TaskStream

#### Admission requirements:

- Master's degree in education or a closely related field with minimum cumulative **GPA of 3.0** for all graduate work attempted, and a bachelor's degree.
- Three full years of specific employment.
- And all other Educational Leadership/CAGS requirements. (See Admissions).



#### Required to enter program for licensure:

- Pass Massachusetts Communication & Literacy Test (MTEL).
- 3.0 GPA at entry; must be maintained throughout program.

\*Not including EAD720 required for Superintendent/Assistant Superintendent certification or the SEI requirement for licensure options, which has multiple pathways for completion.





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## Research &amp; Leadership Core

Course Number	Title	Pre-Practicum Hours	Credits	Schedule*
ECL800	Foundations of Social Science Research	25	3	Term 1
ECL801	Advanced Graduate Research Seminar	0	3	Term 2
<b>Practicum Hours</b>				
ECA725	Instructional Leadership: Supervision & Administration of Educational Personnel	40	3	Term 2
ECL802	Advanced Leadership	40	3	Term 2
ECL803	Advanced Technologies in Education	40	3	Term 3
ECL804	Advanced Leadership in Policy & Practice	40	3	Term 3

## Concentration Courses

## School Administration

ECA701	School Management & the Law	10	3	Term 1
ECA703	Managing Financial Resources	10	3	Term 1
ECC710	Assessment & Developing & Evaluating Curriculum	10	3	Term 2
ECC707	Meeting the Challenge of School Restructuring	10	3	Term 3
ECA720	Advanced Systems Theory (required only for Supt/Asst Supt)	10	3	Term 4

## Special Education Administration

ECS716	Philosophical & Psycho-Social Foundations of Education	10	3	Term 1
ECS712	Advanced Psycho-Educational Assessment & Educational Planning	10	3	Term 2
ECS713	Administration of Special Education Programs	10	3	Term 3
ECS714	Collaboration & Consultation Techniques	10	3	Term 3

## Curriculum &amp; Instruction (non-licensure only)—choose four courses for 12 credits

ECA704	Effective Schools	10	3	Term 1
ECC708	Learning Theories & Instructional Design	10	3	Term 2
ECC710	Assessment & Developing & Evaluating Curriculum	10	3	Term 2
ECC705	Curriculum Design & Renewal for 21st Century	10	3	Term 3
ECC707	Meeting the Challenge of School Restructuring	10	3	Term 3

## Practicum &amp; Project

See below for appropriate Practicum/Seminar I	150	3	Term 3
See below for appropriate Practicum/Seminar II	150	2	Term 4
ECL807 Action Research Project	0	1	Term 4

## Practicum/Seminar

**Practicum/Seminar - CAGS Licensure** — Designed to meet the explicit needs of the role and level of license sought in Massachusetts. All experiences guided and evaluated by a licensed/certified school administrator in designated schools/districts and a Cambridge College supervisor. Practicum locations must be approved by the program chair with verification of hours completed submitted to Task-Stream and the coordinator of pre-practicum/practicum experiences.

ECA805A-806A	Supt/Asst Supt (all levels)
ECA805B-806B	Princ/Asst Princ (PreK-6)
ECA805C-806C	Princ/Asst Princ (5-8)
ECA805D-806D	Princ/Asst Princ (9-12)

ECA805E-806E Supervis/Dir (at level of prerequisite license)

ECS805S-806S Special Education Administration (all levels)

**Practicum/Seminar - CAGS Non-Licensure** — Designed to meet individual professional needs with approval of faculty advisor, who also provides practicum assignments. No on-site supervision required.

ECA805-806	School Administration
ECC805-806	Curriculum & Instruction
ECS805-806	Special Education Administration