PROGRAM OVERVIEW

Alternate Route to Teaching
Community College Program
(ART-CC)

Continuing & Professional Studies

Updated October 2023

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OVERVIEW

Brookdale's *Alternate Route to Teaching – Community College (ART-CC)* program provides individuals with a **non-credit option** to attain **K-12 teacher licensing**. This program is designed for teacher candidates who already have a Bachelor's degree or higher and are looking to earn a Standard Teaching Certificate. Please note: Brookdale is not approved for Prek-3 licensing.

Brookdale's ART-CC program is a **400-hour Educator Preparation Program** that is regulated and approved by the New Jersey Department of Education.

The program is delivered **virtually** with live instruction occurring via Zoom during the semester.

ELIGIBILITY REQUIREMENTS

To enroll in the Brookdale ART-CC program, you must:

1. Complete 50 hours of pre-professional experience.
   a. Teacher candidates must complete the 50-hour *Introduction to Teaching* pre-service course **before** applying to the ART-CC program and accepting employment.
   b. The candidate must provide the district with documentation of enrollment in an approved Certificate of Eligibility Educator Preparation Program (CE EPP) along with the completed 50-Hour Verification of Completion (VOPC) form showing completion of the 50 hours.
   c. Students may enroll in the 50-hour *Introduction to Teaching* pre-service course with or without a Certificate of Eligibility (CE).
   d. Brookdale Community College offers the 50-Hour *Introduction to Teaching* course virtually several times a year.
      i. If you plan on taking Brookdale's 50-hour *Introduction to Teaching Course*, please reach out to Melissa Fernandes (mfernandes@brookdalecc.edu) to register. If you have already taken this class either at Brookdale or at a different institution, please reach out to Melissa Fernandes (mfernandes@brookdalecc.edu) for an application.
2. The Introduction to Teaching course cannot be waived. Only the institution where a student completed the 50-hour preservice course can issue a VOPC for that course.
3. Obtain a **Certificate of Eligibility (CE)** from the New Jersey Department of Education.
   a. The Certificate of Eligibility (CE) is issued to an individual who has not completed a teacher preparation program but meets the basic requirements for certification, including academic study and applicable test requirements. The CE authorizes an individual to seek and accept employment in New Jersey public schools requiring certification.
   b. Under each type of certificate, there are endorsements. The endorsement identifies the specific type of service that the holder is allowed to provide.
   c. The Certifications and Endorsements webpage outlines the requirements for certificates.

  d. Apply for certification on the New Jersey educator certification system (NJEdCert), which has replaced the Teacher Certification Information System (TCIS).

  e. The Limited CE Pilot Program allows for a Limited CE in an instructional area for individuals who have met all but one of the existing certification eligibility requirements. Certificate holders who have a Limited CE in an instructional area will be eligible to seek employment only in a school district approved to hire such candidates. See more information here.

    i. To be eligible for the Limited CE with an instructional endorsement, candidates must hold a bachelor's degree and meet all CE requirements pursuant to N.J.A.C. 6A:9B-8.3, except the candidate may be waived from **exactly one** of the following requirements:

      1. Minimum number of subject-matter course content credits;

      2. Minimum required grade point average (GPA);

      3. Minimum score on a Commissioner-approved assessment of basic skills or core competencies; or

      4. Passing score on State-approved Praxis subject-matter assessments.

4. Complete the Brookdale ART-CC application.

  a. Electronic applications are obtained by emailing Melissa Fernandes (mfernandes@brookdalecc.edu).

  b. Submit all necessary documentation and information, including but not limited to:

    i. Proof of CE.

    ii. Verification of Program Completion (VOPC) indicating completion of your 50-hour *Introduction to Teaching Course*.

For more information about the Provisional Teacher Process (PTP), please visit the NJ Department of Education website here: https://www.nj.gov/education/certification/teachers/.

BROOKDALE ART-CC PROGRAM INFORMATION

Enrollment in the ART-CC program is one of many requirements of the NJDOE Provisional Teacher Preparation Program (PTP). Unless otherwise noted, it is the teacher candidate's responsibility to ensure all provisional requirements are met through their school/district and the NJDOE.

EMPLOYMENT REQUIREMENTS

Before enrolling in **XCART 003**, students must have gained **full-time employment in their CE area.** A substitute replacement position is acceptable if the minimum hours are 15 per week in the CE area and the school or district is willing to register the teacher candidate in the NJDOE Provisional Teacher Program. It is the student's responsibility to follow-up with the district to make sure this is done. Candidates must be observed and evaluated by the district to continue to be in compliance with licensing requirements.

Candidates will be asked to provide updated employment contracts and proof of enrollment in PTP prior to registration for successive courses.

Brookdale will provide periodic check-ins regarding ART-CC program progress to students' employing districts. Supervisors of students in jeopardy of program noncompliance will be notified of student progress.

To comply with Brookdale's Performance Measure approved by the NJ DOE, students must ensure that they are being evaluated by their employing district. Students employed by a placement agency will also need to ensure that they are being evaluated and have a yearly contract.

PROGRAM POLICIES

Candidates must successfully complete each course with a B or better to advance to the next course.

The ART-CC program may accept, at its discretion, up to 100 of 400 formal instruction hours from another approved educator preparation organization/school. Students must supply proper documentation for course substitutions, which could include but is not limited to transcripts, syllabi, or other evidence requested by Brookdale ART-CC administration.

The Introduction to Teaching course cannot be waived. Only the institution where a student completed the 50-hour preservice course can issue a VOPC for that course.

PERFORMANCE MEASURE & STANDARD LICENSURE

Verification of teacher performance and efficacy is a necessary component for issuing Verifications of Program Completion (VOPCs) for Provisional Teachers who complete the 400-hours of the Alternate Route Program. With the dissolution of the EdTPA as a requirement for Standard licensure, the New Jersey Department of Education advised Educator Preparation Programs to create an alternative and measure to attest to teacher efficacy and performance in the classroom.
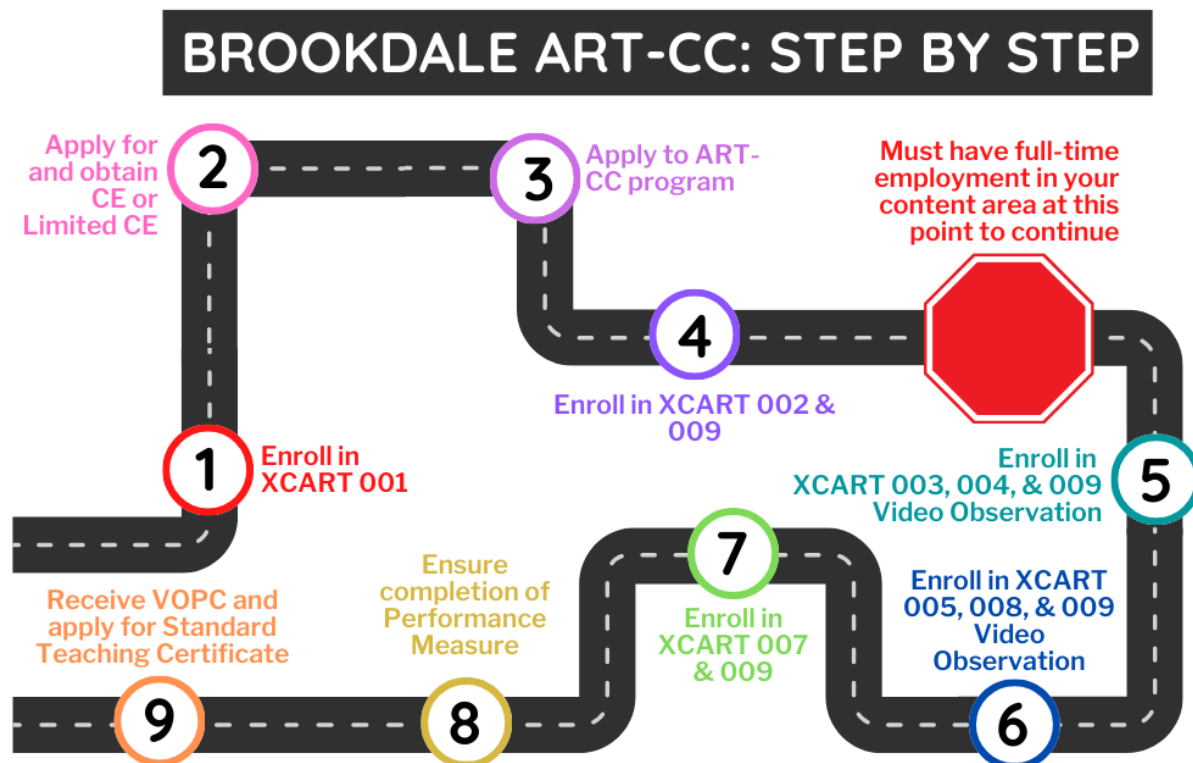
To successfully complete the ART-CC program and be issued a final VOPC for Standard licensure, teacher candidates are required to meet the following requirements:

1. Complete all necessary coursework of the 400-hour ART-CC program with a B or better.
2. Submit a district evaluation where the candidate is deemed "Effective" or "Highly Effective" according to the district's evaluation tool.
   a. Brookdale will use this data for the sole purpose of verifying teacher efficacy to issue VOPCs to program completers. This data will not be shared with any entities other than the New Jersey Department of Education.
   b. It is the student's responsibility to ensure that they are being evaluated by their employing district. VOPCs for Standard licensure will **NOT** be issued without district evaluation and a rating of "Effective" or "Highly Effective." Students employed by a placement agency will also need to ensure that they are being evaluated and have a yearly contract.
3. Complete two virtual observations throughout the ART-CC program.

a. Teacher candidates are required to submit two videos of teaching in the classroom for grading and feedback.
b. Classroom teaching videos are required during semester 3, or when the teacher candidate is enrolled in XCART 003 and XCART 004, and during semester 4, or when the teacher candidate is enrolled in XCART 005 and XCART 008.
c. Videos will be reviewed by ART-CC program faculty/mentors. Feedback will be provided to each student. A grade of a B or better is required.
d. Brookdale uses GoReact software for the facilitation of virtual observations, feedback, and grading.
e. Teacher candidates are required to enroll in the Performance Measure Lab course (XCART 009) every semester of the program (except when taking XCART 001). Licenses for the software will be issued to each student with enrollment in the required lab course and will be utilized in other courses throughout the program.

PROGRAM SEQUENCE & COURSE DETAILS

The ART-CC program is offered in a virtual environment, with live, Saturday morning Zoom sessions and asynchronous coursework.

The sequence chart below outlines the required courses for each semester of the ART-CC program.

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Semester	Required Course	Required Course	Required Course
Semester 1	Introduction to Teaching (XCART 001)		
Semester 2	The Processes of Teaching and Learning (XCART 002)	Performance Measure Lab (XCART 009)	
Semester 3	Deep Learning and Effective Cross Content Applications (XCART 003)	Educational Equity and Cultural Diversity (XCART 004)	Performance Measure Lab (XCART 009)
Semester 4	Assessment – Planning, Instructing, and Assessing (XCART 005)	Exceptionality and Special Education: Legalities, Current Practices & Teacher's Roles (XCART 008)	Performance Measure Lab (XCART 009)
Semester 5	A Community of Practice (XCART 007)	Performance Measure Lab (XCART 009)	

Introduction to Teaching (XCART 001)
This first segment of the 400-hour training process is an introduction to the teaching career. Candidates will experience interactive lecture, observation and clinical work experience to complete the 50-hour requirement. Topics include lesson planning, resume and interview processes, professional disposition and expectations, school law and ethics, all of which impact effective teaching practices. This course includes an introduction to assessment-driven instructional models, technology in education, literacy and an overview of child development processes. The Alternate Route to Teaching licensing process will be introduced as well.

This course includes 30 hours of instruction (five online sessions via Canvas and three live sessions via Zoom), eight hours of classroom observation and twelve hours of clinical experience. Activities, such as tutoring or substitute teaching, will extend candidates the opportunity to work with students in an authentic environment. Collaboration with school districts will provide both a window of opportunity for the candidate and a potential recruitment tool for the district. Students will receive the NJDOE Verification of Program Completion (CE-VOPC) upon successful completion of this course, a requirement to move forward in the program. 100% attendance is required.

Introduction to Teaching
50 hours
Fee and Code: $295, XCART 001
Text:
1. *The First Days of School: How to Be an Effective Teacher* (book & DVD), 5th Edition 2018 by Harry K. Wong and Rosemary T. Wong, ISBN-13: 978-0976423386

The Processes of Teaching and Learning (XCART 002)
Note: Students must take **XCART 002 and XCART 009** in the same semester.

This course prepares candidates for their first experiences in the classroom. The 90-hour course includes the following topics:
- Classroom Management - Building rapport and respect in the classroom.
- The Learner and Motivation - Theories that impact learner engagement and effective motivational practices.
- Child and Adolescent Development - Theories and principles of development, neuroscience impact on teaching processes and classroom design.
- Assessment-Driven Teacher Planning and Instructional Models - Theoretical principles that impact effective teaching and learning processes, developing data-driven decisions.
- Assessment Processes - Using academic language, assessing and supporting the transfer of knowledge and skills in content areas.
- Professional Expectations and Goals for the First Years of Teaching - Building partnerships, professional organizations that support development, building a professional portfolio.
- School Law and Ethics - Structure and organization of schools, school law, teaching ethics, policy and processes that affect teacher practices.

There will be a required 12-hour observation with two of the 12 hours in a special education setting. Candidates must make arrangements with districts for this requirement.

The Processes of Teaching and Learning (Novice Level)
90 hours
Fee and Code: $1,115, XCART 002
Texts:
1. *Educational Psychology: Active Learning Edition*, 14th Edition, ISBN: 978-0-13-520650-8
2. *Planning Effective Instruction: Diversity Responsive Methods and Management*, 6th Edition, ISBN: 978-1-337-56484-7

Candidates who do not hold a teaching position are encouraged to apply for a Substitute Teaching Certificate in order to substitute teach on a daily basis or to accept a leave replacement position. For more information consult: https://www.state.nj.us/education/license/sub/

Deep Learning and Effective Cross Content Applications (XCART 003)
Note: Students must take **XCART 003, XCART 004, and XCART 009** in the same semester and must show proof of a **full-time teaching position and enrollment in PTP to register**.

Teacher candidates will further develop their classroom skills. This 60-hour course includes these topics:
- Literacies Across the Curriculum - Language and mathematical bases for learning, critical thought processes that prepare students as problem solvers who are creative and resourceful learners.

- Literacy in Content Areas - Effective literacy processes for struggling readers and writers.
- Management Theories and Effective Practices that Guide Teacher Planning - Deep learning and the physical spaces, use of materials and resources, technology, diverse instructional models for transferring knowledge and developing metacognitive skills.

Deep Learning and Effective Cross Content Applications/Literacy
60 hours
Fee and Code: $745, XCART 003
Text:
1. Tompkins, G.E. (2017 or 2018). *Literacy for the 21st Century A balanced approach*. Boston: Pearson. ISBN: 9780134813653

Embracing Multiculturalism as Globally Competent Teachers (XCART 004)
Note: Students must take **XCART 003, XCART 004, and XCART 009** in the same semester and must show proof of a **full-time teaching position and enrollment in PTP to register**.

In this Intermediate Level course, alternate route teacher candidates concentrate on diversity in the classroom.

This 45-hour course includes the following topics:
- Teacher as a model for global competency within the various roles and responsibilities of the profession.
- Teacher as advocate for diverse student populations.
- Teacher who demonstrates critical analyses and assessments, equitable practices, and effective intercultural communication skills within the classroom, within the school systems and among professional affiliations.
- Teacher who demonstrates flexibility when applying knowledge, skills and dispositions needed to work effectively with students and families from all backgrounds.
- Teacher who commits to the processes of continuous learning. Who through self-examination, discovery and experiential learning seeks to know, better understand, and respect the multi-dimensional complexities of theirs and others humanity.

Embracing Multiculturalism as Globally Competent Teachers
45 hours
Fee and Code: $558, XCART 004
Texts:
- Lawrence-Brown, D. and Sapon-Shevin, M. (2015). *Condition Critical Key Principles for Equitable and Inclusive Education*. New York: Teachers College Press.
- Tichnor-Wagner, A., Parkhouse, H., Glazier, J., & Cain, J. M. (2019). *Becoming a Globally Competent Teacher*. ASCD. ISBN # 978-1-4166-2751-7.
- Woolfolk. A. (2020). *Educational Psychology Active Learning Edition*. New York: Pearson. (same book as XCART 002)

Assessment – Planning, Instructing, and Assessing (XCART 005)

Note: Students must take both **XCART 005, XCART 008, and XCART 009** during the same semester.

Develop a comprehensive understanding and competency of educational assessment.

This 50-hour course includes these topics:
- Historical perspectives of assessment and implications for classroom practices.
- Educational assessment theory.
- Formal and informal assessment techniques (e.g., self-assessments, observations, performance tasks, and teacher made tests).
- Guiding teaching and learning strategies through assessment.
- The ethics of assessment.

Assessment – Planning, Instructing, and Assessing
50 hours
Fee and Code: $620, XCART 005
Text:
1. Miller, D., Linn, R., & Gronlund, N. (2013) *Measurement and Assessment in Teaching*. 11th edition. Pearson Education, Inc. ISBN: Hardcopy: 978-0-13-268966-3

Exceptionality and Special Education: Legalities, Current Practices & Teacher's Roles (XCART 008)
Note: Students must take both **XCART 005, XCART 008, XCART 009** during the same semester.

The purpose of this course is to enrich the ART-CC Alternate Route Teacher's understanding and effective applications of exceptionality and special education. Teachers will examine how exceptionality and special education are identified, described, and provided for in typical and inclusive classroom settings. Teachers will learn historical and current legal policies that guide the education of students with exceptionality. Comprehensive readings, assignments and assessments are intentionally designed for authentic applications as the ART-CC teacher integrates this course of study within their goal of improving education for all learners.

Learner Outcomes:
- Develop a deep understanding of the role of the general education teacher when working with students having exceptional and/or special education needs. (Accommodating, modifying, safety in the classroom, etc.)
- Develop practical, effective practices when working with the PRISE (Procedures, responsibilities of students, families, and professionals within the Child Study Team.) IEP, Collaborations, advocacy, etc.
- Emulate ethical practices based upon important philosophical and historical elements of special education, when meeting current challenges, and when applying research-based expectations and methodologies.
- Analyze and apply UDL and RTI as a means for applying effective strategies within inclusive environments as data driven practices.
- Demonstrate an awareness and acceptance of diverse abilities among all learners.

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- Demonstrate knowledge of the various learning disability classifications and how these classification guide services, early interventions, and transitions to adulthood considerations.

There is a required 5-hour special education observation in this course.

Exceptionality and Special Education: Legalities, Current Practices & Teacher's Roles
50 hours
Fee and Code: $620, XCART 008
Text:
1. Hallan, D. P. ; Pullen, P. C. ; & Kauffman, J. M. (2023). *Exceptional Learners An Introduction to Special Education*. Pearson.

A Community of Practice (XCART 007)
Note: Students must take both **XCART 007 and XCART 009** during the same semester.

This final segment will focus on current issues and topics. Candidates will work in small research groups presenting current research on a variety of topics, hold Socratic discussions and other collaborative practices and create assessment-driven goals for improving their teaching into year three. A portion of this module will include a review of effective communication and cooperative engagement techniques.

A Community of Practice
Fee and Code: $682, XCART 007
55 hours
Texts and Required Materials:
1. APA Publication Manual (6th or 7th edition): This manual serves as a reference for writing, presenting and formatting resources. The one required reading in this source is associated with your review of the literature. Link to Publication through Brookdale Library website.
2. ASCD Basic Membership (Digital basic, or digital and print basic membership) available either by month for six months or as a one-year membership. This source is a primary research source for your theme and aspect work throughout the course. Link to ASCD membership information and form.
3. Teacher Leadership Report (ETS): (Pages 1-10): This source explains the various dispositions and competencies that teacher leaders possess. Reading the first ten pages helps candidates position themselves in a leadership mindset.
   a. Jackson, T. Burrus, J., Bassett, K., & Roberts, R. D. (2010, August 8). Teacher leadership: an assessment framework for an emerging area of professional practice. Princeton, NJ: Educational Testing Services: ETS RR-10-21. Retrieved July 31, 2021 from https://onlinelibrary.wiley.com/doi/epdf/10.1002/j.2333-8504.2010.tb02234.x (Links to an external site.)
4. ART-CC program textbooks: These textbooks are used as review of the literature sources as well as for positioning candidates into their leadership roles, responsibilities and dispositions.
   - Educational Psychology (Woolfolk)

- Literacy for the 21st Century (Tompkins)
- Condition Critical Key Principles for Equitable and Inclusive Education (Lawrence-Brown and Sapon-Shevin)
- Measurement and Assessment in Teaching (Miller, Linn & Gronlund)

Performance Measure Lab (XCART 009)
The Performance Measure Lab allows students to meet NJ DOE performance measure requirements. Teacher candidates will complete two virtual observations throughout the ART-CC program. Teacher candidates are required to enroll in the Performance Measure Lab course every semester of the program (except when taking XCART 001).

Classroom teaching videos are required during semester 3, or when the teacher candidate is enrolled in XCART 003 and XCART 004, and during semester 4, or when the teacher candidate is enrolled in XCART 005 and XCART 008.

Brookdale uses GoReact software for the facilitation of virtual observations, feedback, and grading. Licenses for the software will be issued to each student with enrollment and will be utilized in other courses throughout the program as well.

Performance Measure Lab
Fee and Code: $100, XCART 009

ADDITIONAL RESOURCES

USEFUL LINKS

New Jersey Department of Education
    a. Teacher Homepage
    b. Certification and Endorsement Information
    c. Appy for Certification
    d. Certification FAQs
    e. Provisional Teacher's Program

Testing Information
    a. PRAXIS testing

PROGRAM CONTACT INFORMATION

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ART-CC PROGRAM CHECKLIST

Step 1: Semester 1
- Enroll in XCART 001: *Introduction to Teaching* (50 hours).
- Review certification process from the New Jersey Department of Education website here.
- Apply for a **Certificate of Eligibility** (**CE)** or **Limited Certificate of Eligibility (Limited CE).**

Step 2: Semester 1
- Obtain your **CE** and complete **XCART 001 –** *Introduction to Teaching*.
- Obtain your VOPC (Verification of Program Completion) for completing XCART 001.
- Apply to the Alternate Route to Teaching program at Brookdale.

Step 3: Semester 2
- Once accepted to the ART-CC program, enroll in **XCART 002 and XCART 009**.
- Begin job search for **full-time employment** in your CE content area.
  - Individual districts and schools may have additional requirements for employment.
  - As our program is designed to move candidates through a licensing process that requires participation in a Provisional Teaching Program (PTP), be sure to seek employment with a school or district that offers the PTP (this is a requirement of Brookdale's Alternate Route program)

Step 4: Semester 2
- Finish **XCART 002** and gain **full-time employment** in your CE content area.
- Provide employment verification to Brookdale (signed contract, Board of Education minutes, letter from Principal).

Step 5: Semester 3
- Enroll in and take **XCART 003, XCART 004, and XCART 009**.
- Complete virtual observation/performance measure requirements.

Step 7: Semester 4
- Enroll in and take **XCART 005, XCART 008, and XCART 009**.
- Complete virtual observation/performance measure requirements.

Step 8: Semester 5
- Enroll in and take **XCART 007 and XCART 009**.

Step 9: Semester 5
- Ensure completion of performance measure requirements and submit district evaluation.
- Send your VOPC back to Brookdale for final signatures.
- Brookdale will submit your VOPC to the New Jersey Department of Education.
- Apply for your **Standard** license.