



**EDAD 554 Leading the Learning Community  
COURSE SYLLABUS Spring 2026**

**Instructor Information**

**Instructor: Dr. Sharon Ross**

**Office Location: Frank Young Education North**

**Office Hours: Tuesday 9am – 2pm; And as scheduled by students**

**Office Phone: 903-245-8712**

**University Email Address: Sharon.Ross@etamu.edu**

**Preferred Form of Communication: Email and Phone**

**Communication Response Time: 12 to 48 hours**

**COURSE INFORMATION**

**No textbooks are required for this course.**

**COURSE DESCRIPTION**

This course prepares future school leaders to drive student success through a mastery of visionary and instructional leadership. Candidates will demonstrate the professional knowledge, dispositions, and organizational skills necessary to lead collaboratively and competently in a globalized educational landscape.

**COURSE OBJECTIVES**

Through the activities of the ETAMU Principal Preparation Program and this capstone course, students will demonstrate mastery in the following areas:

- Leadership and campus culture,
- Values and ethics of leadership,
- Instructional leadership and management,
- Human resources leadership and management,
- Communication and community relations,
- Organizational leadership and management, and
- Curriculum planning and management.

## **COURSE CONTENT ALIGNMENT TO TAC PRINCIPAL STANDARDS AND TEXES COMPETENCIES**

- TAC Rule §241.15 Principal Standards I-VI
- TExES 268 Competencies 001-011

### **STUDENT LEARNING OUTCOMES**

#### **Student Learning Outcome #1**

The student will exhibit their acquisition of the requisite skills and knowledge of *Instructional Leadership* required of an entry-level Principal in Texas by successfully and actively engaging in all course activities including the critical analysis of school-level case studies that demonstrate that the Texas school leader is responsible for ensuring every student receives high-quality *instruction* (TExES Competency 003-004; *Standard III-Leading Learning-TAC Rule §241.15; Principal Standard 1-TAC Rule §149.2001*)

#### **Student Learning Outcome #2**

The learner will demonstrate knowledge of Human Capital required of an entry-level Principal in Texas by successfully and actively engaging in all course activities including the critical analysis of school-level case studies that demonstrate that the Texas school leader is responsible for ensuring there are high-quality teachers and staff in every classroom throughout the school. (*Competency 005-006; Standard IV-Human Capital- TAC Rule §241.15; Principal Standard 2-TAC Rule §149.2001*)

#### **Student Learning Outcome #3**

The learner will demonstrate their acquisition of the requisite skills and knowledge of Executive Leadership required of an entry-level Principal in Texas by successfully and actively engaging in all course activities including the critical analysis of school-level case studies that demonstrate that the Texas school leader is responsible for modeling a consistent focus and personal responsibility for improving student outcomes. (*Competency 007-008; Standard V-Executive Leadership and Standard II-Leading Learning TAC Rule §241.15; Principal Standard 3-TAC Rule §149.2001*)

#### **Student Learning Outcome #4**

The learner will demonstrate their acquisition of the requisite skills and knowledge of School Culture required of an entry-level Principal in Texas by successfully and actively engaging in all course activities including the critical analysis of school-level case studies that demonstrate that the Texas school leader is responsible for establishing and implementing a shared vision and culture of high expectations for all students. (*Competency 001-002; Standard II-School Culture- TAC Rule §241.15; Principal Standard 4-TAC Rule §149.20*)

## **COURSE OUTLINE AND EXPECTATIONS**

### **DESIGN OF THE CLASS**

Assignments are designed to be learning experiences for students, and it is presumed and expected that students actively participate in the class through the construction of their own learning. As a graduate-level course, the instructor expects quality work from each student supported by adequate preparation and involvement.

### **CLASS PARTICIPATION**

Given the constructivist design of the class, this course will be interactive. It is my expectation that all students participate fully in all activities and assignments to maximize their learning experience. This web-based course will be made up of several learning activities including (but not limited to) lecture notes and clarification, reflection activities, individual learning activities, and written papers. Students must be prepared to lead and/or enter discussions, ask relevant questions, and share the results of their study and reflection. This means that each student should be (1) conscious of the class schedule and the requirements for each class (knowing what to be prepared for), (2) self-disciplined (spending time to be fully prepared), and (3) eager to share with your classmates (participating actively by sharing what you have prepared).

### **ONLINE CLASS ENVIRONMENT**

Please practice courtesy, respect the opinions of others, be positive in speech and effort, encourage your classmates, respect confidentiality, and support each other's learning.

### **GRADING**

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

Grades will be determined on a percentage basis. Your final course grade consists of the following:

Assessments	Number	Total Points
Discussion Post	6	60
Pre/Post Interactive Principal Exam	2	20
Study Plan	1	10
Mental Health Trainings	2	20
Course Assignments	3	33
Grand Total		143

**No late work will be accepted.**

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

Zoom Video Conferencing Tool

[https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom\\_Account.aspx?source=universalmenu](https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu)

### ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@etamu.edu](mailto:helpdesk@etamu.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the

availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## **COMMUNICATION AND SUPPORT**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

## **STUDENT RESPONSIBILITIES FOR COURSE**

### **CWID and Password**

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@etamu.edu](mailto:helpdesk@etamu.edu).

### **Technology-Related Issues**

Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a ETAMU campus open computer lab, etc.

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## **TECHNOLOGY REQUIREMENTS AND SUPPORT**

### **Minimal Technical Skills Needed**

Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office.

### **Learning Management System (LMS) – D2L**

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are the technical requirements:

- View the [Learning Management System Requirements Webpage](#).
- Learn more on the [LMS Browser Support Webpage](#).

### **Technical Support**

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found on the [Brightspace Support Webpage](#).

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## **COMMUNICATION AND SUPPORT**

### **Interaction with Instructor Statement**

If you have any questions or are having difficulties with the course material, please contact your instructor. Correspondence will always be through university email (your “myLeo” mail) and announcements in myLeo online (D2L). You will not RECEIVE email through D2L, so be sure to check your ETAMU email for communication. Students are encouraged to check university email daily.

### **Include the Following in Emails with Instructor:**

- Course name and subject in the subject line
  - Salutation (Good afternoon, Dr. Jackson)
  - Proper email etiquette (no “text” emails – use proper grammar and punctuation)
  - Student name and CWID after the body of the email (possibly add to student signature on email)
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## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The [Code of Student Conduct](#) is described in detail online in the [Student Guidebook](#).

Students should also consult the [Rules of Netiquette Webpage](#) for more information regarding how to interact with students in an online forum.

### **ETAMU Attendance**

For more information about the attendance policy, please view the [Attendance Webpage](#) and the [Class Attendance Policy](#)

### **Academic Integrity**

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty University Procedure 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

[Graduate Student Academic Dishonesty University Procedure 13.99.99.R0.10](#)

[Graduate Student Academic Dishonesty Form](#)

### **Use of Artificial Intelligence**

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources

### **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that

provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

East Texas A&M University  
Velma K. Waters Library Rm 162  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148  
Email: [studentdisabilityservices@etamu.edu](mailto:studentdisabilityservices@etamu.edu)  
Website: [Office of Student Disability Services](#)

### **Nondiscrimination Notice**

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information, or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and ETAMU Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M University campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

### **East Texas A&M Supports Students' Mental Health – Counseling Services**

The Counseling Center at East Texas A&M University, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

### **Mental Health and Well-Being**



The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



**Spring EDAD 554 Course Calendar**  
**First Day of Class-January 12-2026**  
**Last Day of Class-March 6, 2026**

<b>Course Modules</b>	<b>Assignment/Activities</b>	<b>Points</b>	<b>Due Date</b>
Module 1	View the video titled, "TExES 268 Exam Overview"	0	Before your take your TExES 268 Practice Exam
Jan. 12-18	Submit TExES 268 Practice Test Scores	10	Sunday, Jan. 18
	Complete the discussion Post, "How did I do on the TExES 268 Practice Exam?"	10	Sunday, Jan. 18
Module 2	Review Wrong Answers on TExES 268 Practice Exam	0	Sunday, Jan 25
Jan. 19-25	Submit Study Plan Assignment	10	Sunday, Jan 25
	Complete Discussion Post, "What's My Competency?"	10	INITIAL post no later than Wednesday, Jan 21, by 11:59 pm, Respond to TWO peers by Saturday, Jan 24, by 11:59 pm, Respond to ALL by Sunday, Jan at 11:59 pm
Module 3	View the video titled, "Video Overview of Constructed Response Questions"	0	You will need to view this video to complete your discussion post.
Jan. 26-Feb. 1	Complete the Discussion Post, "Reflecting on Constructed Response from Practice Test."	10	INITIAL post no later than Wednesday, Jan 28, by 11:59 pm, Respond to TWO peers by Sunday, Feb. 1, by 11:59 pm
	Complete the discussion post titled, "Constructed Response and AI"	10	INITIAL post no later than Wednesday, Feb 4, by 11:59 pm, Respond to TWO peers by Sunday, Feb. 8, by 11:59 pm
Module 4	Submit assignment titled, "Constructed Responses Characteristics Assignment."	9	Sunday, Feb. 8, by 11:59 pm
Feb. 2-8	Complete the discussion post assignment titled, "My Constructed Response vs. The Model"	10	INITIAL post no later than Wednesday, Feb 11, by 11:59 pm, Respond to TWO peers by Sunday, Feb. 15, by 11:59 pm
Module 5			
Feb. 9-15			

Module 5 Feb. 9-15	Submit assignment titled, "Constructed Response Format Structure Assignment"	12	Sunday, Feb. 15, by 11:59 pm
Module 6 Feb.16-22	Complete the discussion post assignment titled, "Rating with the Rubric."	10	INITIAL post no later than Wednesday, Feb 18, by 11:59 pm, Respond to TWO peers by Sunday, Feb. 22, by 11:59 pm
	Submit assignment titled, "Constructed Response Rubric Analysis Assignment."	12	Sunday Feb. 22
Module 7	Second Attempt-268 practice Exam (if applicable)	10	Sunday, March 1
Feb. 23- March 1	Obtain Permission to Register for the actual TExES 268 exam	0	Upon successful attempt of TExES 268 Practice Exam
Module 8	Complete Mental Health Training- Mental Health Training #2113214	10	Friday, March 6
March 2- March 6	Complete Mental Health Training- Supporting Mental Health Training in Schools #2113215	10	Friday, March 6