

Educational Administration M.Ed. Comprehensive Exam Study Guide

Use this study guide to prepare for the M.Ed. Comprehensive Exam required for the M.Ed. in Educational Administration.

Note: Elementary Education, Secondary Education, Special Education, TESOL, Reading Education, and Multicultural Literature, study guides are found on the following link:

<https://www.xavier.edu/graduateschool/med-comprehensive-exam/index>

If you have any questions, please contact your academic advisor or April Thomas, School of Education Licensure and Accreditation Coordinator, at 513-745-3701 or thomasa7@xavier.edu.

All students MUST support their responses with specific leadership research and evidence. (Anecdotal or personal experience is neither research nor literature.)

Question 1

After completing Xavier University's Educational Administration program, describe in detail what kind of leader you will be? How will you know if you are successful, and what is your evidence? Include a section on how you will engage your staff to lead your school and promote the success and well-being of each student.

Question 2

Define and explain the elements the school leader should consider when evaluating a current curriculum program. Also, how would a school leader use student achievement data (current and previous years) to support and devise a plan for enacted curricular change?

Question 3

A key role of an educational leader is to be an **Instructional Leader** - to prioritize teaching and learning versus just managing the building. How would you, as an instructional leader, facilitate building capacity and improving instruction with all teachers? Include a section on how you would support an ineffective or developing teacher in meeting the needs of diverse learners within the classroom.

Question 4

Considering both internal and external factors in school culture, outline (or describe) a plan for fostering and engaging all stakeholders in a positive school (or district) culture and environment. What type of process would you use? Describe in detail.

Question 5

School leaders are responsible for holding themselves and others (e.g., staff, students, parents, business partners, community) accountable for ethical behavior. Describe the process or model you would use when making difficult decisions related to ethical or moral issues. Who would you involve, and when would you share information? What core values are needed for success? Describe in detail.

Question 6

The constitutional basis for the federal government's role in education is based on the general welfare clause, the commerce clause, and federal court cases. Explain how the general welfare and commerce clause affects public and private education. Cite two federal court cases that have had a significant impact on public and private education, and explain their significance.

Question 7

What can an effective leader do to create a comprehensive, caring, safe environment (culture, procedures, safety, budget, facility, etc.)?