



State of Vermont
Vermont Department of Education
120 State Street
Montpelier, VT 05620-2501

MEMORANDUM

TO: Superintendents, Special Education Directors, Curriculum Coordinators, Career and Technical Center Directors, Local and Regional Standards Boards, Higher Education Institutions

FROM: Marta B. Cambra, Director of Educator Quality

RE: Revised Licensing Regulations effective April 1, 2008

DATE: April 1, 2008

The Educator Licensing Regulations were extensively revised in September 2003. However, upon implementation, it became evident that in a number of places the language in the current regulations is not clear. This lack of clarity generates questions, appeals, and the need for an ever increasing number of VSBPE policies to clarify regulatory confusion.

Therefore, in consultation with the Vermont Standards Board for Professional Educators (VSBPE), the Educator Quality Division (EQ) moved forward to try to rectify these ambiguities. This educator licensing regulation revision process has had two primary goals:

- To resolve outstanding problems created by or overlooked in the last round of regulation revisions
- To clarify confusion or inconsistencies in the language of certain sections of the regulations

In each case, the revisions address issues that have been brought to our attention by the field, including members of the VSBPE. These revisions are not intended to substantially change the requirements for initial licensure, relicensure, program approval, or the appeal process, as was the case in the last round.

Please find below, a summary of the revisions to the Licensing Regulations. The complete regulations can be found on our web page at:

http://education.vermont.gov/new/html/licensing/regulations_endorsements.html

Please feel free to contact me if there are any questions.

Attachment

Summary of Regulation Changes

April 1, 2008

EXPLANATION OF MAJOR CHANGES:

The following is not an exhaustive explanation of all of changes. Only significant changes are described below.

Definitions Section

A definition of initial licensure was added to clarify the distinction between requirements that pertain to candidates for initial licensure (such as those found in the Program Approval section) and requirements that pertain to those seeking additional endorsements only.

Definitions of a “mentor” and of a “mentoring” program were removed from these revised regulations because these definitions have now been incorporated in the revised School Quality Standards.

Relicensure credit was redefined to make it clearer. This revised definition specifies that college credit will be accepted according to the credit assigned by the college on the transcript. Only professional development credit should be counted in hours and equated to college credits. It also clarifies that both college credit and professional development credit count equally toward relicensure requirements.

Definitions for the following terms, “administrator, educator, hearing panel, license, licensee, licensing action, office, standards board, and teacher” were added or revised to reflect Act 214 language.

A definition of “professional” license was added to clarify what types of prior experiences qualify an educator for Level II status or exemption from testing under the Interstate Reciprocity Agreement.

Sections Pertaining to Teacher and Administrator Licensing

5220.3 – Clarifies that the individual who is supervising the work of the non-licensed individual must be licensed and appropriately endorsed in the area he or she is supervising.

5321 – A “recency of study” requirement was added to this section in order to align the requirements for Peer Review with those for institutional recommendations for licensure. In both cases, regulations now require an individual to demonstrate recency of study if they wish to become licensed via a recommendation that was granted more than 10 years ago.

5231 – Clarifies that individuals seeking initial licensure in the clinical support areas of school psychology, school nursing (endorsements 65 and 65A), school social work, or school counseling (endorsements 64 and 73), and in the Junior ROTC Instructor, Cooperative Career and Technical Education and Adult Services Coordinator endorsements need not meet the

sixteen general educator principles. However, to add any other endorsements, they would need to demonstrate these principles at that time.

In addition, this section clarifies that educators in the following endorsement areas may qualify for licensure without meeting the bachelor’s degree requirement – Career and Technical Education (endorsement 17), Junior ROTC Instructor, and Associate School Nurse. However, to add any other endorsements, they would need to demonstrate attainment of a bachelor’s degree.

5310 and 5320 – Requires that if an individual is seeking licensure via a recommendation from a state-approved program and graduated from that program more than 10 years ago, and has not taught during that time, he/she must submit evidence of coursework showing updated knowledge and skills.

5322 – Clarifies that if an individual wishes to qualify for licensure through interstate reciprocity, he/she must show 27 months of experience within the past 7 years, as a professionally licensed educator within that endorsement area. Currently, individuals seek to qualify using teaching experience under emergency licenses or waivers or substitute positions, licenses in other teaching areas, or private school experience without licensure.

5340 – Section was retitled and subsections rewritten to indicate that Apprenticeship Licensure is a route to initial Level I licensure that applies to individuals with extensive work experience who do not meet the general licensure requirements of 5230 upon initial application. Clarifies that there are several routes to CTE licensure and endorsement including Peer Review, Transcript Review, Approved Program Recommendation, Interstate Reciprocity, and Apprenticeship Program, depending on the candidate’s incoming qualifications.

5351 – Clarifies that either a current license from Vermont or a current license from another state will qualify an individual for a provisional. In addition, this section also specifies that ***NO provisional School Psychologist endorsements shall be issued*** and that additional requirements must be met in order to qualify for provisional endorsements in the following areas:

Provisional Endorsement Area	Additional Requirements
Associate School Nurse or School Nurse	RN degree and current VT Nursing License
Educational SLP	VT Clinical SLP License
Junior ROTC Instructor	DOD Junior ROTC Instructor Certification
Driver and Traffic Safety Education	Coursework equivalent to VT’s Driver Education I and II and all Additional Requirements for the endorsement

5352 – A provision was added allowing superintendents to request Provisional Licenses for individuals enrolled in an “approved diversity program” without making all reasonable efforts to find a licensed and properly endorsed applicant.

5364 – Clarifies that ***NO emergency licenses will be issued in the following areas***: Special Educator, Consulting Teacher, Early Childhood Special Educator, Intensive Special Education Teacher, Teacher of the Blind and Visually Impaired, Teacher of the Deaf and Hard of Hearing, Career and Technical Education Special Needs Coordinator, School Nurse, Associate School Nurse, School Psychologist, Educational Speech Language Pathologist, School Counselor,

Career and Technical Education School Counseling Coordinator, School Social Worker, Junior ROTC Instructor, or Driver and Traffic Safety Education endorsements shall be issued.

5382 – Clarifies requirements for substitute teachers and when supervisory unions must request emergency or provisional licenses to continue to employ a substitute.

5421 – The mentoring requirement to move from Level I to Level II has been eliminated so that teachers whose schools do not provide mentoring are not penalized. (A mentoring requirement is now part of the School Quality Standards.) In addition, the following changes have been made to the requirements for moving from a Level I to a Level II endorsement:

- The principal sign-off has been changed. Rather than the principal verifying that the individual demonstrates “the knowledge and performance standards for his/her endorsement at a professional level,” the administrator now attests that the individual is “performing” at a professional level. and
- 3 relicensure credits are now required to move to Level II, at least 1 of which must address the specific knowledge and performance standards for the endorsement being moved to Level II.

Section 5421 has also been revised to clarify that both the Licensing Office and the L/RSBs can move educators to Level II and must apply the same criteria to this process.

5431 – 3 relicensure credits are now required to renew a Level I endorsement, at least 1 of which must address the specific knowledge and performance standards for the endorsement being renewed. This is true whether the individual is not working in the area, has not worked for a full three years in the area, or was not recommended for Level II upon initial application.

5424 – Since the Retired Educator License went into effect, a number of retired educators who would like to qualify for this license have contacted the Licensing Office to express their concern about the restrictive nature of the qualifying requirements. The former 20-year requirement excludes teachers for whom teaching was a second career. And the requirement that the individual be collecting teacher’s retirement excludes other licensed educators working for entities such as Catholic schools or Corrections who aren’t covered by teacher’s retirement. The changes address these issues and also clarify the renewal requirements for a retired educator’s license.

By changing the requirement to 15 years with three credits within the past three years in each area, it still enables a larger portion of individuals to participate while ensuring that no one can skirt the professional development requirements all together.

5443 – There are minimum GPA requirements for students completing state-approved teacher education programs and minimum grade requirements for student teaching. To eliminate the inequity in standards between routes to initial licensure/additional endorsement, a minimum grade of C is now required for all coursework submitted for additional endorsements. (A minimum “C” grade has also been added for courses submitted for initial licensure via Transcript Review.)

5622 and 5632 – This change clarifies that only the VSBPE may set the standards or requirements for relicensure. L/RSBs apply these standards and may set procedures, such as deadlines for submission of materials, in order to facilitate their work.

5850 – Deleted the fees section because fees are set in statute.

Sections Pertaining to Higher Education and Educator Preparation

5910 – The “or” was added to clarify that individuals may be going through a state-approved program for initial licensure or an additional endorsement. The language of the entire program approval section is currently directed toward the requirements for initial licensure. Throughout this section, changes have been made to clarify which requirements pertain to those seeking initial licensure versus additional endorsements only. The second section was added so that there is clarity and consistency in the language of the recommendation for licensure among VT’s approved educator preparation programs.

5911.2 – Clarifies that the Individual Student Portfolio and documentation of the initial licensure requirements (for example, student teaching and the 16 Principles) are only requirements for initial licensure candidates.

5922.1 – see 5911.2 above.

5922.4 – The language of this requirement was revised slightly to align it with the language of the parallel ROPA standard 3.01 that was recently revised.

5923.2 – Knowledge of how to teach reading was separated from the other knowledge requirements included in this statement in order to indicate each separate knowledge area more clearly.

5923.3 – see 5911.2 above.

Additional Act 214 Changes

5243 – 5246 – Clarifies that the VSBPE, not the State Board of Education, is now responsible for all aspects of regulations and policy related to educator licensure including educator testing.

5370 – Procedures for qualifying for a “Teaching Intern License” have been specified as required in Act 214.

5600 – Most of this section has been deleted since Act 214 outlines a new structure and responsibilities for the VSBPE.

5700 – Most of this section has been deleted since Act 214 outlines a new disciplinary process for educators.

5950 – Removes the appeal rights for institutions to the State Board of Education from an adverse action of the Standards Board.

Endorsement Changes

Henceforth, for clarity and to save paper, the regulations document will include the endorsement authorization statements but will not include the endorsement competencies. The endorsement competencies will be in a second stand-alone document. This document will be available by late April or early May. Until that time, please continue to refer to the competencies in the 2003 (orange) regulations document and on the web.

1. 80 – The authorization statement for the Early Childhood Special Educator endorsement has been revised to read “birth through age 6” instead of age 3 through age 6. In addition, the authorization statement now states that the holder may provide educational services (i.e., teach) in a pre-K program in addition to providing special education services as specified in Act 62.

2. 89 – The “Other” endorsement has been eliminated.

3. Authorization Statements for the Career and Technical Education endorsements have been revised. They have also been integrated into the “general” educator endorsements. The following is a summary of these changes:

01 – Agriculture Education discontinued. Holders will transfer to 17 A.

03 – Business Education is now 5-12.

04 – Business and Administration in Career and Technical Centers discontinued. Holders will transfer to either 03 or 17 D.

17 – A new Career and Technical Education endorsement replaces the Trades and Industry endorsement and incorporates a number of other technical area endorsements with the career cluster sub-endorsements (see below). Various combinations of post-secondary education and work experience qualify an individual to obtain this endorsement. All existing holders of CTE endorsements will be grandfathered into one of the new or existing endorsements, as appropriate to their skills, education, and interests.

For any new applicant, this endorsement will now require a minimum of an Associate’s Degree (AA) in order to qualify for a Level I license. (Applicants without the AA can work under an Apprenticeship License while they complete one. Required education coursework completed as part of the Mentor Program will count toward the AA.) Current holders of T & I endorsements and individuals currently holding Apprenticeship Licenses would be grandfathered into this new endorsement.

34 – Health Services discontinued. Holders will transfer to 17 F.

35 – Marketing and Sales Service discontinued. Holders will transfer to 17 D.

32 – Occupational Family and Consumer Sciences discontinued. Holders will transfer to either 09 or 17 H.

18 – Technical Professional discontinued. Holders will transfer to 17 A, D, F, or H.

60 – The title of this endorsement is now Cooperative Career and Technical Education Coordinator and the authorization statement has been revised.

73 – The authorization statement for the Career and Technical Education School Counseling Coordinator endorsement has been revised.

87 – The title of this endorsement is now Career and Technical Education Special Needs Coordinator and the authorization statement has been revised.

4. 67, 68, and 80-85 – The authorization statements for all special education endorsements have been revised to clearly indicate that the holder may work in “any public education setting” including CTE centers.

5. 16 – A Junior ROTC Instructor endorsement has been added as required under Act 214.

6. 36 – The authorization statement for the Early Childhood Education endorsement now allows for birth to age 6, grades K-3, or birth through grade 3 authorizations, depending on the individual’s preparation.