

EPSB Mission Statement

The Education Professional Standards Board, in full collaboration and cooperation with its education partners, promotes high levels of student achievement by establishing and enforcing rigorous professional standards for preparation, certification, and responsible and ethical behavior of all professional educators in Kentucky.

EPSB Meeting Agenda VIDEO TELECONFERENCE MEETING

Pursuant to Executive Order 2020-243, OAG 20-05, and a memorandum issued by the Finance and Administration Cabinet dated March 16, 2020, and in an effort to prevent the spread of Novel Coronavirus (COVID-19), the Kentucky Department of Education is conducting all open meetings by video teleconference. Furthermore, members of the public will not be permitted to attend the meeting in person, but are encouraged to view the meeting at the [Kentucky Department of Education's Media Portal](#).

Monday, June 21, 2021

EPSB Waiver Committee

8:30 AM ET

EPSB Meeting Agenda

9:00 AM ET

Call to Order

Swearing-In of New Members

Roll Call

Approval of Consent Items

- A. Approval of April 26, 2021, EPSB Meeting Minutes
- B. University of Kentucky Program Approval: Orientation and Mobility Specialist (Ms. Cathy White)

Report of the Commissioner

- A. Report from the Education and Workforce Development Cabinet
- B. Report from the Council on Postsecondary Education
- C. Report of the Associate Commissioner
- D. Other Updates

Report of the Chair

- A. Recognition of Former EPSB Staff
- B. Appointment to the Accreditation and Audit Committee

C. Update from the Code of Ethics Review Committee

Information Item

- A. Council for the Accreditation of Educator Preparation (Ms. Margaret Hockensmith)

Action Items

- A. 16 KAR 2:180. One (1) Year Conditional Certificate, Amendment (Ms. Trueblood)
- B. 16 KAR 3:070. Endorsement for Individual Intellectual Assessment, Amendment (Ms. Trueblood)
- C. 16 KAR 4:050. Dating of Certification, Amendment (Ms. Trueblood)
- D. 16 KAR 2:220E. Emeritus Certificate, New Emergency Regulation (Ms. Trueblood)
- E. 16 KAR 2:230E. Exception Certificate, New Emergency Regulation (Ms. Trueblood)
- F. 16 KAR 6:010. Assessment Prerequisites for Teacher Certification, Amendment (Ms. Sharon Salsman)
- G. 16 KAR 5:010. Standards for accreditation of educator preparation units and approval of programs, Amendment (Ms. Hockensmith)
- H. Request to Waive Admission Testing Requirements for Graduate Level Initial Certification Programs Except for Option 7 Programs (Ms. Hockensmith)
- I. Request to Approve Two and a Half Years of Qualified Teaching Experience to Meet the Requirements for Certification Renewal (Ms. Crystal Hord)
- J. Request to Approve Second Issuance of Emergency Certification for the 2021-2022 School Year (Ms. Hord)

Waivers

- A. 16 KAR 5:040. Request to Waive Field Experience Clock Hours Due to District Closures (Ms. Cathy Jackson)
- B. 16 KAR 5:040. Alternative Student Teaching Placement Request for Kaylee Thornsberry (Ms. Jackson)
- C. 16 KAR 5:040. Alternative Student Teaching Placement Request for Virginia Vance (Ms. Jackson)
- D. 16 KAR 3:090. Request to Waive Admission and Certification Requirements for Principal Certification for Michelle Klein (Ms. Hockensmith)
- E. 16 KAR 3:090. Request to Waive Certification Requirements for Principal Certification for Nick Warren (Ms. Hord)

- F. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Katrina Kennedy (Ms. Hord)
- G. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Stephanie Miller (Ms. Hord)
- H. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Kaitlyn McFarling (Ms. Hord)
- I. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Brenda Thomas (Ms. Hord)
- J. 16 KAR 8:010. Request to Allow Master of Business Administration Coursework for Rank I for Laura Kehrt (Ms. Hord)

Alternative Route to Certification Applications

- A. Micha Gehring, Music, All Grades (Ms. Hord)
- B. Jarrett Rose, Social Studies, Grades 8-12 (Ms. Hord)
- C. Vickie Watson, American Sign Language, All Grades (Ms. Hord)

Board Comments

Closed Session Review

Following a motion in open session pursuant to KRS 61.810 (1) (c) and (1)(j), it is anticipated that the Board will move into closed session to conduct a character and fitness review and to review potential actions relating to complaints and reports. The Board will also review pending litigation.

Case Decisions

Following the closed session review, the Board shall move into open session. All decisions will be made in open session.

Adjournment

Next Regular Meeting:

August 16, 2021
300 Sower Blvd
Frankfort, KY 40601

The actions delineated below were taken in open session of the EPSB at the April 26, 2021, webcast meeting. This information is provided in summary form; an official record of the meeting is available in the permanent records of the Education Professional Standards Board (EPSB), 300 Sower Boulevard, 5th Floor, Frankfort, KY 40601.

Education Professional Standards Board (EPSB)
Minutes
Kentucky Department of Education
300 Sower Boulevard, 5th Floor, Frankfort, KY 40601

Call to Order

Chair Lisa Rudzinski called the meeting to order at 9:04 a.m. ET. In an effort to prevent the spread of the novel Corona Virus (COVID-19) this meeting was conducted by video teleconference. Elijah Edwards read the mission statement to the EPSB and audience.

Roll Call

The following Board members were present during the April 26, 2021, EPSB meeting: Elijah Edwards, Cathy Gunn, Donna Hedgepath, Traci Hunt, Jacqueline Mayfield, Justin Mitchell, Sherry Powers, Lisa Rudzinski, Amber Snell and Julian Vasquez-Heilig.

CPE: Amanda Ellis

Cabinet: John Lyons

Approval of Consent Items

2021-98

Approval of February 8, 2021, EPSB Meeting Minutes

Emergency Non-Certified Personnel Program

Motion made by Dr. Sherry Powers, seconded by Ms. Traci Hunt, to approve the consent agenda items.

Vote: *Unanimous*

Report of the Executive Secretary

Commissioner Jason Glass shared that staff at the Kentucky Department of Education (KDE) have been busy in the post session on following up on some of the items that were passed into law. We've spent an extraordinary amount of time on SB 128, which provides an additional year for supplementing this past year on what students missed out on due to COVID-19. The intent of that is to allow students to make up for or repeat experiences that they otherwise would not have had. We have put forth guidance on both the KDE side and the KHSSA side to provide some clarity around those items.

A positive item from the Legislative Session was the addition of Kindergarten funding for the next school year and we are excited about those funds. There was also late in the Session an addition of 127 million dollars for school construction purposes that will run through FCC and another \$75

million that are used to be used for locally operated Career and Technical Education Centers.

Another complexity that we will be working on that relates to the school choice and private tax credit bill is House Bill 563. There are two parts of the bill that we're really focused on and it's the public school choice side. This is where students move from one district to another and it will allow the funds to transfer into other districts. Whatever plan we come up with, it will be litigated, and a court will ultimately decide what that will look like.

A high priority now is that the state has received part of the third wave ESSER funds and we have received over two billion for K-12 education in Kentucky. There are more restrictions and hoops to work around but we are receiving guidance from the US Department of Education. We are looking forward to what districts will do with these funds to create experiences for students.

I want to update you on the search for the Associate Commissioner for OELE. As you may know, Rob Akers has announced his retirement. He is leaving us in a good place, and we want to thank him for all his hard work and the impact he has made on the state. We have selected a group of EPSB members to look at candidates before they go to KDE and me for the final selection/interview.

Report from the Council on Postsecondary Education

Amanda Ellis shared out updates from the Council on Postsecondary (CPE). CPE recently received 2.1 billion in a grant from the James Graham Brown Foundation to house the KY student success collaborative. This will be the first state-wide center in the country that works with two and four-year institutes linking campuses with business leaders and state policy makers. The goal is to help campuses develop an innovative approach that will improve graduation rates, close equity gaps and enhance workforce development for emerging leaders in higher education.

A few weeks ago, CPE and Gear up Kentucky had a Path Forward Forum. We had over 400 participants to attend with a combination of K-12 and postsecondary coming together moving forward during this different time we are facing. It was a great convening and lots of learning.

We were given about 3 million dollars from the Gears Funding through the Lieutenant Governor's office with the CARES funding. This is going to help us with proposals for our Summer Bridge Programs for incoming freshmen into college campuses or freshman going into their sophomore year. We know it was a very different year this past year with many students struggling academically and socially. We had to focus on providing additional supports to help them succeed. We are so pleased that we have 29 applicants and we have received them from the KCTCS campuses, private and public four-year institutions. We are in the process of scoring them now and we will make the announcements soon.

The Commonwealth Education Continuum had its first set of work group meetings. We opened it up for the public to participate as well. We are very pleased with how well it was attended. We have great interest and momentum from around the state to really improve this area of the pipeline of transition preparedness and the success.

Report from the Cabinet

John Lyons shared that the Cabinet is focusing on the 4 E's: expansion, exposure, experience, and expertise. The exposure is on two different pathways and as we continue to develop what those CTE pathways will look like, the Workforce Innovation Board and the office of Career and Technical Education are working together to begin to put that list together of what those CTE items will look like for our future and students.

We are also doing work through the Perkins Leadership monies. We have finalized those recipients for the past year and already beginning to work on what that will look like with our leadership monies going forward and the innovative approaches in our postsecondary institutions to be able to support them.

In the experience category, the Cabinet is really focused on developing different work-based learning opportunities to give our students experience and the soft skill experience to be successful as they move forward.

We are excited to be able to support the EPSB and thank you for giving the opportunity to share today.

Report of the Associate Commissioner

Rob Akers shared that it was good to be here with everyone and thanked Dr. Glass for the opportunity to share. OELE is proud to be the office that staffs and supports the work of the EPSB and I'm very proud of that work.

On the Ed Prep side, the office is continuing with the Program Review and Accreditation visits, with a very small staff who are getting the work done and partnering with Ed Prep Providers. We are currently working to develop a new model and process to use for program review and we anticipate being able to pilot the process that we feel it is more reflective and evidence based versus the input model that we are currently using. This process has been used and tested by some of our education principal prep programs and has received some really good feedback and it's called the Quality Measures Program. We are going to be working to pilot that in the Fall and Todd Davis is leading that work along with our Ed Prep Branch.

Certification Branch has launched and signed a contract with Randa to develop our platform and which has been 2 years in the making. Currently, there are 60 home grown applications that have been developed over the past 20 years that are being managed by 4 people to do all the electronic work. At that time, there wasn't a market for these programs, and they were created and developed in-house. Finally, there is a market and there are vendors out there who are doing this work and so part of the KDE model is to try to have programs and platforms hosted by vendors and operated by us. We are planning to test the certification side of things with our December graduates to make sure the kinks are worked out before graduation time next year. There will be an automated part in this system for certification and renewal, and we will be able to provide a much better product and service. There will also be new Program Review and Legal cases systems to help support these programs. We are excited to sign with Randa and we are beyond excited to launch this new program. I want to shout out to the Technology Office and the Finance Office with their help in managing this.

Peak time is coming up for our Certification branch and looking back at 2019 during COVID, the Branch was able to get the work done in less time and was more efficient without hiring additional staff. We want to recognize their efforts and hard work.

Today, you will have a lot of work to do and regulations to review. I would like to call your attention to a couple of areas. There is a revision for 16 KAR 5:020 which is the regulation that sets the standards for admission into the educator prep programs. This was last brought to you in October and has been over a year in the making with our Associates from the KY Association of Colleges of Teacher Education (KACTE). They made a proposal in February 2020 at the ACTE Conference in Atlanta. We brought it to the EPSB in the fall then we sent it back to KACTE after some considerable dialogue to make sure the recommendation went as far as we thought was appropriate. I'm pleased that we're going to propose multiple measures for admission beyond just simply practice. I feel like we are moving in the right direction and you will be reviewing and considering that for approval today. I'm also going to be presenting two Option 7 Programs and I'm excited to be bringing those to you for consideration.

As Dr. Glass referenced this will be my last meeting with the ESPB. I will be retiring effective May 1st with 28 years of service in Education. A new Associate Commissioner will be working with you in June. It's been a pleasure and privilege serving the board since 2016 as a board member, a board chair, and my latest role as an Associate Commissioner. It has really been incredible learning so much more about educator prep and certification and how policy is developed and implemented at the state level. It has been a true pleasure working with all the EPSB staff and team members. I wish I had more time to share something about each of our team members but, I'll be sharing with them at our OELE Team meeting later this week. I would also like to say that I have been blessed to work with all of our team members who are all professionals who give their all everyday to support opportunity and access for all the kids of Kentucky with effective teaching and strong instruction. I would like to specially give a few words of thanks to Dr. Wayne Lewis, former Commissioner, who gave me the opportunity to do this work. To Interim Commissioner Kevin Brown, for his support during a very difficult transitional time and to Dr. Glass, for his support, vision and model of empowering his Associates to carry the work forward. My approach to the work has been to try to develop a climate of collaboration and support and I believe we've made some progress toward that goal over the past two and half years. It's always my goal that maybe we will be a little bit better today than we were yesterday and a little better tomorrow than we are today. Thank you for the opportunity to provide this report and share my appreciation with the board and OELE team.

Report of the Chair

Recognition of Former EPSB Members

Chair Rudzinski recognized former EPSB members Sara Green, Mary Pat Regan, Steven Scrivner and Josh Trosper and thanked them for their service.

Appointment to the Waiver Committee

Chair Rudzinski appointed Traci Hunt as a member of the Waiver Committee. Ms. Hunt will represent school administrators on the committee.

Appointments to the Code of Ethics Review Committee

In addition to herself, Chair Rudzinski appointed Cathy Gunn, Donna Hedgepath, Traci Hunt, Jacqueline Mayfield, and Justin Mitchell to the Code of Ethics Review Committee.

Nomination and Election of Vice Chair

Dr. Donna Hedgepath nominated Justin Mitchell to serve as Vice Chair. Dr. Amanda Ellis seconded the nomination.

2021-99

Vote: *Unanimous*

Information/Discussion Items

16 KAR 2:180. One (1) Year Conditional Certificate, Amendment

Ms. Cassie Trueblood presented amendments to 16 KAR 2:180 to the EPSB for a first reading.

16 KAR 3:070. Endorsement for Individual Intellectual Assessment, Amendment

Ms. Trueblood presented amendments to 16 KAR 3:070 to the EPSB for a first reading.

16 KAR 4:050. Dating of Certification, Amendment

Ms. Trueblood presented amendments to 16 KAR 4:050 to the EPSB for a first reading.

Action Items

16 KAR 3:060. School Counselor Provisional and Standard Certificates, All Grades, Amendment

2021-100

Motion made by Mr. Justin Mitchell, seconded by Ms. Amber Snell, to approve.

Vote: *Unanimous*

16 KAR 5:020. Standards for Admission to Educator Preparation, Amendment

2021-101

Motion made by Dr. Amanda Ellis, seconded by Ms. Cathy Gunn, to approve.

Vote: *Unanimous*

16 KAR 9:020. Provisional Certificate for College Faculty, Expiration

2021-102

Motion made by Mr. Eli Edwards, seconded by Ms. Jacqueline Mayfield, to approve.

Vote: *Unanimous*

16 KAR 9:090. University-Based Alternative Certification Program for Teachers of World Languages, Amendment

2021-103

Motion made by Ms. Traci Hunt, seconded by Mr. Justin Mitchell, to approve.

Vote: *Unanimous*

Option 7 Institute Proposal, Central Kentucky Educational Cooperative

2021-104

Motion made by Dr. Amanda Ellis, seconded by Ms. Jacqueline Mayfield, to approve. (Donna Hedgepath and Julian Vasquez-Heilig recused).

Vote: *Unanimous*

Option 7 Institute Proposal, Nelson County Schools

2021-105

Motion made by Dr. Amanda Ellis, seconded by Ms. Amber Snell, to approve. (Donna Hedgepath and Julian Vasquez-Heilig recused).

Vote: *Unanimous*

Waivers

16 KAR 5:040. Request to Waive Required Number of Student Teaching Days Due to District Closures

2021-106

Motion made by Mr. Justin Mitchell, seconded by Ms. Jacqueline Mayfield, to approve. (Donna Hedgepath recused).

Vote: *Unanimous*

16 KAR 5:040. Alternative Student Teaching Placement Request for Alyssa Francis

2021-107

Motion made by Ms. Jacqueline Mayfield, seconded by Ms. Amber Snell, to approve.

Vote: *Unanimous*

16 KAR 3:090. Request to Waive Requirements for Admission to the Director of Special Education Program for Stacy Liguori

2021-108

Motion made by Ms. Jacqueline Mayfield, seconded by Ms. Tracy Hunt, to approve.

Vote: *Unanimous*

16 KAR 8:020. Request to Allow Master of Higher Education Administration for Rank II for Julia Parsons

2021-109

Motion made by Mr. Elijah Edwards, seconded by Dr. Amanda Ellis to deny.

Vote: *Unanimous*

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Frederick Whittaker

2021-110

Motion made by Ms. Amber Snell, seconded by Mr. Justin Mitchell to approve.

Vote: *Unanimous*

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for April Wilhoite

2021-111

Motion made by Ms. Cathy Gunn, seconded by Ms. Amber Snell, to approve.

Vote: *Unanimous*

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Mary Shoemaker

2021-112

Motion made by Ms. Cathy Gunn, seconded by Ms. Jacqueline Mayfield, to approve. (Sherry Powers recused).

Vote: *Unanimous*

Alternative Route to Certification Applications

Stacy Von Roenn, American Sign Language, All Grades

2021-113

Motion made by Dr. Donna Hedgepath, seconded by Dr. Amanda Ellis, to approve.

Vote: *Unanimous*

Cristina Crocker Escribano, Middle School English, Grades 5-9

2021-114

Motion made by Ms. Traci Hunt, seconded by Ms. Cathy Gunn, to approve.

Vote: *Unanimous*

Motion made by Dr. Sherry Powers and seconded by Dr. Amanda Ellis, to go into closed session to conduct a character and fitness review and to review potential actions relating to complaints and reports in accordance with KRS 61.810(1) (c) & (j). The Board also reviewed pending litigation.

Vote: *Unanimous*

Motion made by Ms. Snell, seconded by Ms. Mayfield, to return to open session.

Vote: Unanimous

The following board members concurred with the actions as listed below with the noted exceptions:

Elijah Edwards, Amanda Ellis, Cathy Gunn, Donna Hedgepath, Traci Hunt, John Lyons, Jacqueline Mayfield, Justin Mitchell, Sherry Powers, Lisa Rudzinski, and Amber Snell

Attorneys present were Luke Gilbert, BreAnna Listermann, Norah Softic, Cassie Trueblood, and Chelsea Young.

Initial Case Review

Case Number

Decision

| | |
|----------|------------------|
| 210143 | Admonish |
| 210145 | Admonish |
| 20101465 | Admonish |
| 210125 | Attorney Review |
| 210137 | Attorney Review |
| 210135 | Attorney Review |
| 2102159 | Attorney Review |
| 20121591 | Attorney Review |
| 20121585 | Attorney Review |
| 2102165 | Admonish & Train |

| | |
|----------|--------------------|
| 210133 | Defer for Training |
| 20101389 | Attorney Review |
| 20121573 | Attorney Review |
| 20121571 | Defer for Training |
| 20121595 | Attorney Review |
| 210127 | Attorney Review |
| 210131 | Attorney Review |
| 210129 | Attorney Review |
| 21013 | Attorney Review |
| 20121575 | Attorney Review |
| 210117 | Admonish & Train |
| 21019 | Admonish & Train |
| 210115 | Dismiss |
| 20121569 | Dismiss |
| 20121637 | Defer for Training |
| 20121625 | Dismiss |
| 20121627 | Dismiss |
| 20101419 | Dismiss |
| 20121623 | Dismiss |
| 210151 | Dismiss |
| 20101405 | Dismiss |
| 20101417 | Defer for Training |
| 20101401 | Dismiss |
| 20121607 | Dismiss |
| 20121639 | Dismiss |
| 20121629 | Defer for Training |
| 210173 | Dismiss |
| 20121503 | Dismiss |
| 20121601 | Dismiss |
| 210159 | Dismiss |
| 210161 | Dismiss |
| 20121645 | Defer for Training |
| 20121655 | Defer for Training |
| 20121657 | Defer for Training |
| 20121633 | Dismiss |
| 210179 | Dismiss |
| 20121659 | Dismiss |
| 20121635 | Dismiss |
| 20121647 | Defer for Training |
| 210163 | Dismiss |
| 20121615 | Defer for Training |
| 20121613 | Dismiss |
| 210165 | Dismiss |
| 20121643 | Dismiss |
| 210177 | Dismiss |
| 20121617 | Dismiss |

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| 210149 | Dismiss |
| 210153 | Dismiss |
| 20121641 | Dismiss |
| 20121611 | Dismiss |
| 20121609 | Dismiss |
| 210167 | Dismiss |
| 20121631 | Defer for Training |
| 20121649 | Dismiss |
| 210181 | Dismiss |
| 210157 | Dismiss |
| 210171 | Dismiss |
| 20121619 | Defer for Training |
| 20121605 | Dismiss |
| 210119 | Defer for Training |
| 20101473 | Attorney Review |
| 20101499 | Attorney Review |
| 20101479 | Defer for Training |
| 2102141 | Admonish & Train |
| 2102139 | Defer for Training |
| 2102137 | Defer for Training |
| 210139 | Dismiss |
| 210141 | Attorney Review |
| 20121561 | Admonish & Train |
| 20071245 | Refer to Hearing |
| CF 201585 | Refer to Hearing |
| 2003669 | Refer to Hearing |
| 20061105 | Dismiss |
| 1908815 | Dismiss |
| 1608525 | Dismiss |
| 19111123 | Dismiss |
| 19111131 | Dismiss |
| 19111113 | Dismiss |
| 2002433 | Dismiss |
| 2002483 | Dismiss |
| 20071333 | Dismiss |
| 20061171 | Dismiss |
| 20061175 | Dismiss |
| 2004899 | Dismiss |
| 20071251 | Dismiss |
| 2004885 | Dismiss |
| 2004905 | Dismiss |
| 20061077 | Dismiss |
| 20061063 | Dismiss |
| 20121565 | Dismiss |

Character/Fitness Review

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|--------------------|-----------------|
| <u>Case Number</u> | <u>Decision</u> |
|--------------------|-----------------|

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| 21165 | Deny |
| 21225 | Approve |
| 21227 | Approve |
| 21243 | Approve |
| 21251 | Approve |
| 21290 | Approve |
| 21383 | Approve |
| 21393 | Approve |
| 21421 | Approve |
| 21429 | Approve |
| 21461 | Approve |
| 21484 | Approve |
| 21491 | Approve |
| 21478 | Approve |
| 21507 | Approve |
| 21150 | Deny |
| 21166 | Approve |
| 21186 | Approve |
| 21301 | Approve |
| 21339 | Approve |
| 21362 | Approve |
| 21363 | Approve |
| 21400 | Approve |
| 21435 | Approve |
| 21437 | Approve |
| 21442 | Approve |
| 21510 | Approve |

(Ms. Rudzinski dissented)

Agreed Orders

Case Number

Decision

**2003661 Edward Wasson
is**

Accept Agreed Order stating Certificate number 37022

hereby permanently revoked. Wasson agrees to neither apply for nor be issued a teaching, administrative, or emergency substitute certificate in the Commonwealth of Kentucky for the remainder of his lifetime.

Vote: Unanimous

20101439 James Hindman

Accept Agreed Order stating Hindman agrees that he shall neither apply for, nor be issued, a teaching, administrative, or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Hindman, or on his behalf, shall be denied.

Vote: *Unanimous*

20101451 Matthew Gunterman

Accept Agreed Order stating Certificate Number 201196579 is permanently revoked. Gunterman shall neither apply for nor be issued a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future.

Vote: *Unanimous*

2002471 Beverly Hinkle

Accept Agreed Order stating Hinkle is currently retired from teaching but continues to substitute teach when she is able. Hinkle has no plans to participate in state testing in the future, and her school district has assured the Board that Hinkle will not participate in state testing unless there are no other proctors available. Hinkle agrees that prior to participating in state testing that she will complete Administration Code training and provide such proof to the Board. If Hinkle fails to provide proof of completion to the Board prior to participating in state testing, Certificate Number 200009318 shall be administratively suspended until such proof is provided.

Vote: *Unanimous*

180199 Rhonda Swann

Accept Agreed Order stating Swann is retired and Certificate Number 199901751 is expired. Swann agrees to neither apply for nor be issued any teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Swann, or on her behalf, shall be denied.

Vote: *Unanimous*

19015 Suleiman Agonva

Accept Agreed Order stating Certificate Number 201200458 is expired, and Agonva no longer resides in Kentucky. Prior to renewing a certificate and/or applying for a new certificate in Kentucky, Agonva shall first submit written proof that he has completed Classroom Management training, as approved by the Board. If Agonva fails to submit proof of training with his next application, then his application will not be processed until the Board receives the proof of training. Agonva is aware that should he violated KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

20101467 Derrick Elliott

Accept Agreed Order stating Certificate Number 67468 is expired. Elliott shall neither apply for nor be issued any teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Elliott, or on his behalf, shall be denied.

Vote: *Unanimous*

20101453 Jerrod Dean

Accept Agreed Order stating Certificate Number 201172910 is voluntarily surrendered. Dean agrees to not apply for, nor be issued, a teaching, administrative, or emergency certificate in the Commonwealth of Kentucky at any time in the future. Dean shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 300 Sower Blvd, 5th Floor, Frankfort KY 40601.

Vote: *Unanimous*

2002359 Amy Pickard

Accept Agreed Order suspending Certificate number 29384 from June 1, 2020 to August 1, 2020. Pickard shall neither apply for, nor be issued, a teaching, emergency and/or administrative certificate in the Commonwealth of Kentucky during the suspension period.

Prior to accepting a certified position in the Commonwealth of Kentucky, Pickard shall undergo a fit for duty assessment by a Board approved, medical professional and submit written proof to the Board that she has been found fit to perform her duties. Any expense required for said assessment and follow-up shall be paid for by Pickard. Failure to do so will result in an administrative suspension of her certificate until such condition is satisfied.

Prior to accepting a certified position in the Commonwealth of Kentucky, Pickard shall undergo a comprehensive substance abuse assessment by a Board approved, licensed counselor and submit written proof to the Board. Any expense required for said assessment and follow-up shall be paid for by Pickard. Failure to do so will result in an administrative suspension of her certificate until such condition is satisfied.

Upon accepting a certified position, Certificate number 29384 will be on probation for a period of five (5) years with the following conditions:

1. If Pickard's substance abuse assessment recommends any treatment, Pickard shall submit written progress reports from a licensed counselor on January 1st and July 1st, each year of her probation, indicating she is continuing to be sober, until such time as the counselor releases her from treatment. Each progress report shall certify that Pickard is continuing to comply with any and all treatment recommendations, and that she remains fit and competent to fulfill her duties as an educator. Failure to do so shall result in an administrative suspension until such condition is satisfied.
2. Pickard shall submit to random alcohol screening tests, to be administered by a provider approved by the Board and shall receive no test that is positive for alcohol. Pickard shall pay any expense incurred. If Pickard fails to satisfy this condition, Certificate Number 29384 shall be administratively suspended pending Board review and disposition.
3. Pickard shall notify the Board within thirty days of accepting a certified position in the Commonwealth of Kentucky. If Pickard fails to satisfy this condition, Certificate Number 29384 shall be suspended for a period of ten days.
4. Pickard shall not receive any disciplinary action related to intoxication from any school district in the Commonwealth of Kentucky.

“Disciplinary action” is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested by either tribunal/ or arbitration process.

Failure to abide by this probationary condition will result in an administrative suspension pending Board review and disposition.

Pickard is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

2003665 Regina Farrell

Accept Agreed Order suspending Certificate No. 200102841 from July 1, 2020 to August 1, 2020.

Prior to reinstatement, Farrell shall provide written proof to the Board that she has completed a comprehensive alcohol/substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board, and is compliant with any treatment recommendations. Farrell shall pay any expense incurred. If Farrell fails to satisfy any portion of this condition, Certificate Number 200102841 shall not be reinstated until such condition is satisfied.

Certificate Number 200102841, shall be subject to the following conditions for a period of five (5) years:

1. If the comprehensive alcohol/substance abuse assessment recommends ongoing treatment, Farrell shall provide quarterly written progress reports from a consistent counselor, beginning 3 months after the date of the assessment letter, from her counselor until she is released from treatment. Farrell shall pay any expense incurred. If Farrell fails to satisfy any portion of this condition, Certificate Number 200102841 shall be administratively suspended until such condition is satisfied.
2. By July 1st of each year of the probation, Farrell shall provide a copy of her current criminal record, as prepared by the Administrative Office of the Courts (AOC) and shall have no convictions involving alcohol or controlled substances. Farrell shall pay any expense incurred. If Farrell fails to provide her criminal record by July 1st, Certificate Number 200102841 shall be administratively suspended until such condition is satisfied. If Farrell is convicted of a crime involving alcohol or controlled substances during the probationary period, Certificate Number 200102841 shall be administratively suspended until such condition is satisfied.

Farrell is aware that should she violate KRS 161.120, either during or following this probationary period, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

20101459 Justin Fussinger

Accept Agreed Order stating Certificate Number 201119867 is expired. Fussinger shall neither apply for nor be issued any teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Fussinger or on his behalf, shall be denied.

Vote: *Unanimous*

20061099 Rachel Colson

Accept Agreed Order retroactively suspending Certificate Number 201124749 from June 1, 2020 to August 1, 2020. Further, Certificate Number 201124749 will be suspended from June 1, 2021 to August 1, 2021.

On or before August 1, 2021, Colson shall submit written proof to the Board that she has successfully complied with a comprehensive alcohol/substance abuse assessment by a licensed or certified chemical dependency counselor, as approved by the Board, and is compliant with all treatment recommendations. Colson shall pay any expense incurred. If Colson fails to satisfy this condition, Certificate Number 201124749 shall not be reinstated until such condition is fulfilled.

On or before October 1, 2021, Colson shall provide written proof to the Board that she has successfully completed six (6) hours of professional development or training, as approved by the Board, on the Professional Code of Ethics for Kentucky Certified School Personnel. Any expense incurred for said training shall be paid by Respondent. If Colson fails to satisfy this condition, Certificate Number 201124749, shall be administratively suspended until such condition is satisfied.

Certificate Number 201124749 and any new endorsements or new areas of certification shall be subject to the following probationary conditions:

1. If the evaluating chemical dependency counselor makes any treatment recommendations, Colson shall submit written progress reports on January 1st and July 1st, beginning January 1, 2022, each year of her probation, indicating compliance with treatment recommendations, until such time as the counselor releases her from treatment. Colson shall pay any expense incurred. If Colson fails to satisfy this condition, Certificate Number 201124749 shall be administratively suspended until such condition is satisfied.
2. Colson shall have no further criminal convictions involving the use and/or possession of alcohol/controlled substance. If Colson is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of alcohol/controlled substance, she shall submit this information to the Board, in writing, within thirty (30) days. If Colson fails to satisfy any portion of this condition, any and all certificates issued to her shall be administratively suspended pending Board review and disposition.
3. Colson shall not receive any disciplinary action involving the use and/or possession of alcohol/controlled substance, from any school district in which she is employed. If Colson fails to satisfy this condition, any and all certificates issued to her shall be administratively suspended pending Board review and disposition.

“Disciplinary action” is defined as any termination, suspension, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process including any appeal therefrom.

Colson is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803359 Brandon Dietz

Accept Agreed Order permanently revoking Certificate

Number 000069525. Dietz shall neither apply for nor be issued a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future.

Vote: *Unanimous*

CF 201768 Derek Talbert

Accept Agreed Order stating Talbert shall be issued a Kentucky teaching certificate upon providing written proof to the Board that he has complied with a comprehensive alcohol/substance abuse assessment by a licensed or certified chemical dependency counselor, as approved by the Board, and is compliant with any treatment recommendations. Talbert shall pay any expense incurred. Talbert shall not be issued a certificate until such condition is satisfied.

Any and all certificates issued to Talbert shall be subject to the following conditions for five (5) years:

1. Talbert shall submit written proof that he has complied with a comprehensive alcohol/substance abuse assessment with any application for renewal of his certification(s) and/or for additional certification(s). Talbert shall pay any expense incurred. If Talbert fails to satisfy this condition, his application for certification renewal and/or an additional certificate shall not be processed until such condition is satisfied.
2. In accordance with KRS 161.175(3), Talbert shall submit to random drug testing during the probationary period, to be administered by a provider approved by the Board and shall receive no drug test positive for illegal substances or in excess of therapeutic levels generally acceptable in the medical community. Any expense required for the drug testing shall be paid by Talbert. Failure to abide by this condition shall result in an administrative suspension pending Board review and disposition.
3. Talbert shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Talbert is convicted of, or enters a guilty or no contest plea, to any criminal

charge other than minor traffic violations, he shall submit this information to the Board, in writing, within thirty (30) days. If Talbert fails to satisfy this condition, any and all certificates issued to him shall be administratively suspended pending Board review and disposition.

4. Talbert shall submit a copy of his current criminal record, as prepared by the Administrative Office of the Courts, with any application for renewal of his certification(s) and/or for additional certification(s). Talbert shall pay any expense incurred. If Talbert fails to satisfy this condition, his application for certification renewal and/or an additional certificate shall not be processed until such condition is satisfied.

Vote: *Unanimous*

18071001 Daniel Tuttle

Accept Agreed Order stating Tuttle voluntarily, knowingly, and intelligently surrenders Certificate Number 201193247, and agrees to not apply for, nor be issued, a teaching, administrative, or emergency certificate in the Commonwealth of Kentucky at any time in the future. Tuttle shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 300 Sower Blvd. 5th Floor, Frankfort, Kentucky 40601.

Vote: *Unanimous*

20071267 Arlene Fuller

Accept Agreed Order admonishing Fuller for inappropriately engaging with an escalated student. A teacher in the Commonwealth of Kentucky has a duty to protect the health, welfare, and safety of her students. The Board reminds Fuller that, as an educator, she must set a positive example for her students. The Board will not tolerate any further incidents of misconduct from Fuller.

Fuller has submitted proof to the Board that she has completed a professional development course on the topic of de-escalation.

Moreover, prior to February 1, 2022, Fuller shall provide written proof to the Board that she has completed a professional development course on the topic of classroom

management, as approved by the Board. Fuller shall pay any expense incurred. If Fuller fails to satisfy this condition, Certificate Number 201091380 shall be administratively suspended until such condition is satisfied.

Fuller is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

20071263 Eric Johnson

Accept Agreed Order admonishing Johnson for exercising professional judgment in his communication with students. He must use better judgment in the classroom to avoid even the appearance of impropriety. The Board will accept no further misconduct from Johnson.

Johnson has provided written proof to the Board that he has taken a course of training/professional development on the subject of proper educator ethics.

From the date the Board approves this Order, Certificate Number 200218644 shall be under a probationary period of two years and subject to the following condition:

Johnson shall not receive any disciplinary action related to proper student/teacher boundaries from any school district in which he is employed. If Johnson fails to satisfy this condition, Certificate Number 200218644 shall be administratively suspended pending Board review and disposition.

“Disciplinary action” is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process, including any appeal therefrom.

Johnson is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

Recommended Order
Case Name

Decision

CF 201497 David Himes

Accept the hearing officer's Recommended Order to dismiss the foregoing action as withdrawn. The appeal is dismissed and the October 12, 2020 denial of Appellant's application for certification stands.

Vote: *Unanimous*

Motions to Reconsider

Case Name

1008462 Derek Marlow

Decision

Deny the Motion to Reconsider. Though Respondent's Tennessee certificate was ultimately restored, his previous revocation was not erased. Therefore, the basis for the Kentucky revocation is still valid. The Board found no justification for modifying the previous agreed order.

Vote: *Unanimous*

1611953 Reginald Caldwell

Deny the Motion to Reconsider for failure to state exceptional circumstances that would justify the modification of the original Agreed Order.

Vote: *Unanimous*

1304249 Adam Newton

Deny the Motion to Reconsider for failure to state exceptional circumstances that would justify the modification of the original Agreed Order.

Vote: *Unanimous*

Motion made by Dr. Ellis, seconded by Ms. Snell to adjourn the meeting.

Vote: *Unanimous*

Meeting adjourned at 1:46 p.m.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Consent Item:

University of Kentucky Program Approval: Orientation and Mobility Specialist

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the University of Kentucky's Orientation and Mobility Specialist programs as recommend by the Program Review Committee.

Rationale:

The submitted programs have demonstrated compliance with the EPSB regulations for admission and standards alignment requirements established in 16 KAR 2:210. The proposed educator preparation programs follow the appropriate regulations (16 KAR 5:010; 16 KAR 2:210) outlining program requirements for program approval as established by the EPSB. The programs have completed the review process and received a recommendation for approval from the Program Review Committee

Applicable Statutes and Regulation:

KRS 161.028, KRS 161.030, 16 KAR 5:010, 16 KAR 2:210

Action Question:

Should the EPSB approve the Orientation and Mobility Specialist programs submitted by the University of Kentucky?

History/Background:

Existing Policy: KRS 161.028 and KRS 161.030 require the EPSB to establish curricula for educator preparation programs in Kentucky and approve such programs for Educator Preparation Providers. The Educator Preparation Branch and the Program Review Committee evaluated the program review documents submitted for approval against performance-based program certification guidelines established by the EPSB and the requirements of 16 KAR 2:210. The program proposal meets all the requirements set forth by the EPSB.

Summary: The University of Kentucky has submitted a Master of Arts degree program leading to certification for Orientation and Mobility Specialist at both Rank II and Rank I. This program will train candidates to provide instruction related to knowledge and skills for independent travel for children and adults with visual impairments, including those with additional disabilities. The Orientation and Mobility Specialist will be state and nationally certified to work one-on-one with individuals in several schools across a district or adult rehabilitation settings. These professionals teach topics including: the use of canes and dog guides, independent travel skills, sensory and motor development, and advanced travel in complex environments.

The program benchmarks include evaluation of course curricular standards, domains, and clinical competencies defined by the Association for Education and Rehabilitation of the Blind

and Visually Impaired (AER) and are demonstrated through certification by the Academy for Certification of Vision Rehabilitation and Education Professionals (ACVREP). The program includes thirty-nine graduate level credit hours, nine of which are prerequisite courses relating to visual impairment. The coursework addresses the foundations, skills and techniques, technology, methods and assessment in orientation and mobility. The program also includes a thirty-hour practicum and a 320-hour internship. The admission requirements include a bachelor's degree, a minimum 2.75 overall GPA, and review of the Professional Code of Ethics. Program exit requirements include an overall GPA of 3.0, successful completion of the final culminating portfolio, and successful completion of the internship. The program documentation identifies four program assessments including evaluations of the clinical competency during both the practicum and the internship, an assessment plan to specifically address the needs of a student with a visual impairment and complex needs; and, a technology lesson that incorporates the use of an orientation aid or other technology device. These program assessments address the assessment areas of Candidate Knowledge, Skills, and Professional Dispositions; Clinical Practice; Data and Research-driven Decision Making, Integration of Technology in the discipline, and Professional Capabilities.

A letter of support from the Dean of the College of Education and the Executive Summary are provided.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

OELE staff and the Program Review Committee have reviewed this program proposal and determined that the program meets the requirements for approval. The program has completed the review process and received a recommendation for approval from the Program Review Committee per 16 KAR 5:010 Section 22.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Information Item:

The Council for the Accreditation of Educator Preparation (CAEP)

Rationale:

The proposed amendment to 16 KAR 5:010, Standards for Accreditation of Educator Preparation Providers and Approval of Programs, will allow educator preparation providers to pursue accreditation from national associations for the accreditation of educator preparation approved by the Education Professional Standards Board (EPSB). Additionally, the amendment to the regulation references the CAEP standards for the state-only accreditation option. This presentation from CAEP will provide the EPSB with information on CAEP and the association's updated standards.

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 5:010

History/Background:

Existing Policy: KRS 161.028(1)(b) requires the EPSB to set the standards, approve and evaluate educator preparation programs. 16 KAR 5:010 establishes the standards for accreditation of an educator preparation provider and the approval of a program to prepare an educator. The EPSB is currently reviewing a potential amendment to 16 KAR 5:010 that would allow an educator preparation provider to pursue accreditation from national associations for the accreditation of educator preparation that have been approved by the EPSB. At this time, CAEP is the only national association for the accreditation of educator preparation approved by the EPSB. Their 2013 Initial Level Standards and 2016 Advanced Standards have previously been approved by the EPSB for accreditation of educator preparation providers. The proposed amendment to 16 KAR 5:010, will also incorporate CAEP's updated standards for the state-only accreditation option.

Summary: CAEP was founded in 2010 after the boards of the National Council for Accreditation of Teacher Education (NCATE) and the Teacher Education Accreditation Council (TEAC) voted for the formation of a new accreditation body. CAEP's vision is excellence in education and their mission is to advance equity and excellence in educator preparation through evidence-based accreditation that assures quality and support improvements to strengthen P-12 student learning.

CAEP has recently approved the 2022 Initial Level Standards and the CAEP Standards for Accreditation at the Advanced Level. CAEP President Christopher Koch will present to the EPSB on CAEP and the standards that the association uses.

Budget Impact: There is no budgetary impact.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 2:180. One (1) Year Conditional Certificate, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 2:180 to update the regulation to align with current certification practices and ensure that the regulation remains in effect.

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 2:180 remains in effect. The amendment also updates the regulation to align with current certification practices and removes the reference to an outdated application.

Action Question:

Should the EPSB approve the amendment to 16 KAR 2:180?

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.028, KRS 161.030, KRS 161.1211, 16 KAR 2:180

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the EPSB must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 2:180 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This administrative regulation establishes the standards and procedures for issuance of the one (1) year conditional certificate established in KRS 161.030.

Summary: The proposed amendment to 16 KAR 2:180 removes the reference to an outdated application and updates the grade point average required for issuance of the certificate to align

with other certificates. The amended regulation was presented to the EPSB for a first reading at the April meeting, and is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 2:180. One (1) year conditional certificate.

5 RELATES TO: KRS 161.020, 161.028, 161.030, 161.1211

6 STATUTORY AUTHORITY: KRS 161.030(3)(b)

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.030(3)(b) establishes a one (1)
8 year conditional certificate for persons who have completed an approved teacher preparation
9 program but have taken and failed to successfully complete the appropriate assessments selected
10 by the Education Professional Standards Board (**EPSB**). KRS 161.030(3)(b) also requires the
11 **EPSB**~~[board]~~ to promulgate an administrative regulation to establish the standards and proce-
12 dures for issuance of the conditional certificate. This administrative regulation establishes the
13 standards and procedures for issuance of the one (1) year conditional certificate.

14 Section 1. A teacher applicant for the one (1) year conditional certificate shall have:

15 (1) Taken all of the appropriate assessments established in 16 KAR 6:010 corresponding to
16 the approved teacher preparation program completed by the teacher applicant; and

17 (2) Failed at least one (1) of the assessments required by subsection (1) of this section.

18 Section 2. (1) A superintendent, on behalf of the employing local board of education, shall be
19 responsible for requesting the one (1) year conditional certificate.

20 (2) Application shall be made **to the EPSB** ~~[on Form TC-1]~~.

21 (a) The teacher applicant shall **meet the requirements of 16 KAR 2:010, Section**

1 **3(1)**~~[complete sections I and III of Form TC-1.]~~

2 (b) The certification officer of the teacher applicant's approved teacher preparation program
3 shall **submit documentation to the EPSB**~~[complete section IV of Form TC-1]:~~

4 1. Indicating that the teacher applicant has completed all required coursework of the teacher
5 preparation program corresponding to each grade level and specialization for which certification
6 is requested; and

7 2. Recommending the teacher applicant for the one-year conditional certificate.

8 (3)(a) The teacher applicant shall submit an official college transcript from each college or
9 university attended.

10 (b) The teacher applicant shall have at least a bachelor's degree with:

11 1. A cumulative grade point average of **2.75**~~[2.50]~~ on a 4.0 scale; or

12 2. A grade point average of 3.00 on a 4.0 scale on the last **thirty (30)**~~[sixty (60)]~~ hours of
13 credit completed, including undergraduate and graduate coursework.

14 (4) The employing school district shall submit the following materials **to the EPSB**~~[with~~
15 ~~Form TC-1]:~~

16 (a) A plan for providing technical assistance and mentoring to the conditionally-certified
17 teacher to:

18 1. Offer support during in-class and out-of-class time to assist the conditionally-certified
19 teacher in meeting the teacher's instructional responsibilities; and

20 2. Assist the conditionally-certified teacher in passing each appropriate assessment required
21 by 16 KAR 6:010; and

22 (b) The name, contact person, and role for the collaborating teacher education institution.

23 (5) The employing school district shall be responsible for all costs associated with providing

1 the technical assistance and mentoring to the conditionally-certified teacher.

2 Section 3. (1)(a) The conditional certificate shall be issued for a validity period not to exceed
3 one (1) year.

4 (b) The one (1) year conditional certificate shall not be reissued or renewed.

5 (2) The one (1) year conditional certificate shall be:

6 (a) Issued in accordance with a grade level and specialization established in 16 KAR 2:010;
7 and

8 (b) Valid for each grade level and specialization listed on the face of the certificate.

9 (3)(a) The one (1) year conditional certificate shall be issued at the rank corresponding to the
10 degree held by the teacher applicant.

11 (b) Advanced degrees shall be considered in accordance with the requirements established in
12 16 KAR 8:020.

13 ~~[Section 4. Incorporation by Reference. (1) Form TC-1, rev. 7/2001, Education Professional
14 Standards Board, is incorporated by reference.~~

15 ~~—(2) This material may be inspected, copied, or obtained, subject to applicable copyright law,
16 at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Ken-
17 tucky 40602, Monday through Friday, 8 a.m. to 4:30 p.m.]~~

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 3:070. Endorsement for Individual Intellectual Assessment, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 3:070 to align with the amendments to the school counselor regulation and to ensure this regulation remains in effect.

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 3:070 remains in effect. The amendment also updates the regulation to align with renewal and reissuance requirements for the school counselor certificate.

Action Question:

Should the EPSB approve the amendment to 16 KAR 3:070?

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.028, KRS 161.030, 16 KAR 3:060, 16 KAR 3:070

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the EPSB must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 3:070 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This administrative regulation provides for a program of preparation and certification leading to a certificate endorsement for administering individual intellectual assessments.

Summary: An endorsement for individual intellectual assessment can only be issued to school counselors. Therefore, the proposed amendment to 16 KAR 3:070 updates the renewal and

reissuance requirements for the endorsement to align with the requirements for the certificate for school counselor. The amended regulation was presented to the EPSB for a first reading at the April meeting, and is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 3:070. Endorsement for individual intellectual assessment.

5 RELATES TO: KRS 161.020, **161.028**~~[161.025,]~~ 161.030

6 STATUTORY AUTHORITY: KRS ~~[156.070,]~~161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: **KRS 161.028(1) authorizes the Education**
8 **Professional Standards Board(EPSB) to establish standards and requirements for obtaining**
9 **and maintaining a teaching certificate and for programs of preparation for teachers and other**
10 **professional school personnel, and KRS 161.030(1) requires all certificates issued under KRS**
11 **161.010 to 161.126 to be issued in accordance with the administrative regulations of the**
12 **EPSB**~~[KRS 161.020, 161.025, and 161.030 require that teachers and other professional school person-~~
13 ~~nel hold certificates of legal qualifications for their respective positions to be issued upon completion~~
14 ~~of programs of preparation prescribed by the Kentucky Council on Teacher Education and Certifica-~~
15 ~~tion and approved by the State Board of Education]. This administrative regulation provides for a pro-~~
16 ~~gram of preparation **and**[-] certification leading to a certificate endorsement for administering individ-~~
17 ~~ual intellectual assessments.~~

18 Section 1. **(1) Upon application to the EPSB and compliance with 16 KAR 2:010, Section 3(1)**
19 **an**~~[An] endorsement for individual intellectual assessment shall be issued [in accordance with the per-~~
20 ~~tinent Kentucky statutes and State Board of Education administrative regulations] to an applicant who~~
21 holds certification as a **school**~~[guidance] counselor and who has completed the approved program of~~

1 preparation for the endorsement at a teacher education institution approved in accordance with 16
2 KAR 5:010~~[under the standards and procedures included in the Kentucky Standards for the Prepara-~~
3 ~~tion Certification of Professional School Personnel as adopted by 16 KAR 5:013].~~

4 **(2) The program of preparation for the endorsement for individual intellectual assessment**
5 **shall include the following twelve (12) hours of graduate credit:**

6 **(a) Three (3) semester hours of graduate credit in basic testing and measurement concepts;**

7 **(b) Six (6) semester hours of graduate credit which relate directly to individual intellectual**
8 **assessment; and,**

9 **(c) Three (3) semester hours of graduate credit in a supervised practicum for administering,**
10 **scoring, and interpreting individual intellectual assessments.**

11 Section 2. **(1)**The endorsement for individual intellectual assessment shall be issued for a duration
12 period of five (5) years. and may be renewed upon completion of:

13 **(a) two (2) years** ~~[three (3) years]~~ of experience with administering, scoring, and interpreting indi-
14 vidual intellectual assessments as part of the job function; **or**

15 **(b) three (3) semester hours of additional graduate credit in counseling, school counseling, or**
16 **intellectual assessments.** ~~[If any portion of renewal experience is not completed, the certificate may~~
17 ~~be renewed upon completion of six (6) semester hours of credit selected from the areas set forth in Sec-~~
18 ~~tion 3 of this administrative regulation.]~~

19 **(2) If there is a lapse in the endorsement for individual intellectual assessment for lack of**
20 **meeting renewal requirements, the endorsement may be reissued at a later date upon applica-**
21 **tion to the EPSB, compliance with 16 KAR 2:010, Section 3(1), and completion of six (6) semes-**
22 **ter hours of additional graduate credit in counseling, school counseling, or intellectual assess-**
23 **ments.**

1 [Section 3. An endorsement for individual intellectual assessment shall be issued to an applicant
2 who holds certification as a guidance counselor and who has completed twelve (12) semester hours of
3 graduate credit including:

4 —(1) Three (3) semester hours of graduate credit in basic testing and measurement concepts.

5 —(2) Six (6) semester hours of graduate credit which relate directly to individual intellectual assess-
6 ment.

7 —(3) Three (3) semester hours of graduate credit in a supervised practicum for administering, scoring,
8 and interpreting individual intellectual assessments.

9 —Section 4. Guidance counselors who have qualified to administer individual intellectual assessments
10 in accordance with the provisions of 704 KAR 7:020 shall no longer qualify after September 1, 1989,
11 except upon receiving the certificate endorsement for individual intellectual assessment. Guidance
12 counselors holding such approval and who complete the following curriculum requirements by Sep-
13 tember 1, 1989, may qualify on a minimum of nine (9) semester hours of graduate credit including:

14 —(1) Three (3) semester hours of graduate credit in basic testing and measurement concepts.

15 —(2) Six (6) semester hours of graduate credit which relate directly to individual intellectual assess-
16 ment.]

17 **Section 4**[Section 5.] The endorsement for individual intellectual assessment shall be valid for ad-
18 ministering individual assessments at all grade levels in the schools of the Commonwealth of Ken-
19 tucky.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 4:050. Dating of Certification, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 4:050 to address the dating of one year provisional and probationary certificates and to ensure that the regulation remains in effect.

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 4:050 remains in effect. The amendment also updates the regulation to address the dating of one-year provisional and probationary certificates.

Action Question:

Should the EPSB approve the amendment to 16 KAR 4:050?

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.020, KRS 161.028, KRS 161.030, 16 KAR 4:050

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the EPSB must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 4:050 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This administrative regulation establishes the effective and expiration dates for certification.

Summary: The proposed amendment to 16 KAR 4:050 adds a section to address the dating of one-year provisional and probationary certificates. These certificates are only valid for one calendar year, and therefore require different procedures. Specifically, if a one-year provisional or

probationary certificate is issued after the start of the spring semester, it will expire on December 31st of the year it is issued. The amendment also removes the reference to the Office of Teacher Education and Certification which is no longer operational. The amended regulation was presented to the EPSB for a first reading at the April meeting, and is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 4:050. Dating of certification.

5 RELATES TO: KRS 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 requires professional school per-
8 sonnel to hold a certificate of legal qualifications for the position. This administrative regulation estab-
9 lishes the effective and expiration dates for certification.

10 Section 1. (1) The effective date for statements of eligibility, certificates, **provisional and proba-**
11 **tionary certificates**, and certificates issued for internship shall be determined in accordance with Sec-
12 tions 2, 3, and 4 of this administrative regulation.

13 (2) The calendar year of the effective date shall be the base year. The year of expiration shall be de-
14 termined by adding the years of duration to the base year in accordance with the applicable certifica-
15 tion administrative regulation in KAR Title 16.

16 Section 2. Statements of Eligibility. (1) A statement of eligibility shall be issued to become effective
17 on July 1 provided all requirements are completed on any date from July 1 to September 1 inclusive
18 and to expire on June 30 of the last year of duration.

19 (2) If requirements for a statement of eligibility are completed at the close of the spring semester of
20 an academic year, the statement of eligibility shall become effective from the date all requirements are
21 completed and to expire on June 30 of the last year of duration.

1 (3) If requirements are completed on any date after September 1 up to and including the close of the
2 fall semester, the statement of eligibility shall become effective from the date all requirements are
3 completed. The statement of eligibility shall expire on December 31 of the last year of duration.

4 (4) If requirements are completed after the beginning of the spring semester and before the close of
5 the spring semester, the statement shall become effective from the date all requirements are completed.
6 The statement of eligibility shall expire on June 30 of the last year of duration.

7 Section 3. Certificates. (1) A certificate shall be issued to become effective on July 1 provided all
8 requirements are completed on any date from July 1 to September 1 inclusive and to expire on June 30
9 of the last year of duration.

10 (2) If requirements for a certificate are completed after the beginning of the spring semester and be-
11 fore July 1, the certificate shall become effective from the date all requirements are completed and to
12 expire on June 30 of the last year of duration.

13 (3) If requirements are completed after September 1 up to and including the close of the fall semes-
14 ter, the certificate shall be dated to become effective from the date all requirements are completed. The
15 certificate shall expire on June 30 of the last year of duration.

16 **Section 4. Provisional and Probationary Certificates. (1) One year provisional or probation-**
17 **ary certificates shall be issued to become effective on July 1 provided all requirements are com-**
18 **pleted on any date from July 1 to September 1 inclusive and to expire on June 30 of the following**
19 **year.**

20 **(2) If requirements are completed after the beginning of the spring semester and before July**
21 **1, the certificate shall become effective from the date all requirements are completed and to ex-**
22 **pire on December 31 of that year.**

23 **(3) If requirements are completed after September 1 up to and including the close of the fall**

1 semester, the certificate shall be dated to become effective from the date all requirements are
2 completed. The certificate shall expire on June 30 of the following year.

3 **Section 5**~~[Section 4.]~~ Certificates Issued for Internship. (1) Certificates for the internship shall be
4 issued for the fall and spring semester of the school year provided the confirmation of employment is
5 received **by**~~[in]~~ the **Education Professional Standards Board (EPSB)**~~[Office of Teacher Education~~
6 ~~and Certification]~~ in sufficient time for the applicant to complete seventy (70) days during the semester
7 or 140 days during the school year.

8 (2) In the event a person is employed during the fall semester but cannot complete the year of in-
9 ternship of 140 days, the internship may be established for one (1) semester and the certification shall
10 become effective the date the confirmation of employment is received **by**~~[in]~~ the **EPSB**~~[Office of~~
11 ~~Teacher Education and Certification.]~~

12 (3) A certificate may be issued only when seventy (70) days exists to establish an internship.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 2:220E. Emeritus Certificate, New Emergency Regulation

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the new emergency regulation and accompanying ordinary regulation 16 KAR 2:220 to set the standards for the emeritus certificate.

Rationale:

This emergency administrative regulation is being promulgated in order to meet an imminent deadline for the promulgation of an administrative regulation that is established by state statute. During the 2021 legislative session, the General Assembly passed House Bill 163 and the Governor signed it into law on April 5, 2021. This legislation, which is slated to become effective on June 29, 2021, amends KRS 161.030 to create an emeritus certificate and gives the EPSB the authority to promulgate administrative regulations establishing the requirements to receive an emeritus certificate. The ordinary administrative regulation is identical to the emergency administrative regulation.

Action Question:

Should the EPSB approve the new emergency regulation and ordinary regulation 16 KAR 2:220?

Applicable Statute or Regulation:

KRS 13A.190, KRS 161.028, KRS 161.030

History/Background:

Existing Policy: On April 5, 2021, Governor Beshear signed House Bill 163 into law. This bill, which becomes effective on June 29, 2021, amends KRS 161.030 to create an emeritus certificate. Specifically, the bill provides the EPSB “shall issue a ten (10) year emeritus certificate to an applicant who has:

1. Retired or will retire not more than one (1) year prior to the expiration date of the certificate;
2. Met the requirements to receive an emeritus certificate as set forth in administrative regulation promulgated by the Education Professional Standards Board; and
3. Completed the required application unless the provisions of KRS 161.120 apply.”

As there are only eighty-five (85) days between the Governor signing this bill into law and its effective date, the ordinary administrative regulation process would not allow the EPSB time to promulgate an ordinary administrative regulation to be effective when the statutory change goes

into effect. KRS 13A.190 allows for the promulgation of an emergency administrative regulation in order to meet an imminent deadline for the promulgation of an administrative regulation that is established by state statute. This emergency administrative regulation will be replaced by an ordinary administrative regulation because the emeritus certificate is expected to remain in statute. The ordinary administrative regulation is identical to this emergency administrative regulation.

Summary: The proposed emergency and ordinary administrative regulation sets forth the requirements for the application for the emeritus certificate including proof of retirement and a valid certificate at the time of retirement. Since applicants for the emeritus certificate are retired educators, the regulation establishes a reduced certification fee of \$25. The emeritus certificate will note the areas of certification that an applicant held at the time of retirement and shall be valid for substitute teaching or employment within the noted areas as allowed by KRS 161.605 and the administrative regulations of the Kentucky Teachers' Retirement System. Additionally, the regulation establishes a one-time renewal of the certificate that can be achieved by providing proof of qualifying employment, professional development or Effective Instructional Leadership Act hours. The regulation is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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Statement of Emergency

16 KAR 2:220 E

This emergency administrative regulation is being promulgated in order to meet an imminent deadline for the promulgation of an administrative regulation that is established by state statute. During the 2021 legislative session, the General Assembly passed House Bill 163 and the Governor signed it into law on April 5, 2021. This legislation, which is slated to become effective on June 29, 2021, amends KRS 161.030 to create an emeritus certificate and gives the Education Professional Standards Board (EPSB) the authority to promulgate administrative regulations establishing the requirements to receive an emeritus certificate. As there are only eighty-five (85) days between the Governor signing this bill into law and its effective date, the ordinary administrative regulation process would not allow the EPSB time to promulgate an ordinary administrative regulation to be effective when the statutory change goes into effect. Therefore, the emergency regulation is necessary to establish the requirements for retired educators to receive an emeritus certificate when the statutory amendment goes into effect. This emergency administrative regulation will be replaced by an ordinary administrative regulation because the emeritus certificate is expected to remain in statute. The ordinary administrative regulation is identical to this emergency administrative regulation.

Andy Beshear, Governor

Jacqueline Coleman, Secretary
Education and Workforce Development Cabinet

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (New Emergency Administrative Regulation)

4 16 KAR 2:220E. Emeritus Certificate

5 RELATES TO: KRS 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.020, 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education
8 Professional Standards Board (EPSB) to establish standards and requirements for obtaining and
9 maintaining a teaching certificate. KRS 161.030(10) creates an emeritus certificate and authorizes
10 the EPSB to promulgate administrative regulations setting forth the requirements for that certificate.
11 This administrative regulation establishes the requirements for the emeritus certificate.

12 Section 1. Issuance. (1) A candidate shall be eligible for issuance of the emeritus certificate upon
13 application to the EPSB, compliance with 16 KAR 2:010, Section 3(1), and submission of the fol-
14 lowing:

15 (a) Documentation from a state department of education or state agency indicating that the appli-
16 cant is a retired teacher;

17 (b) Twenty-five (25) dollars paid through electronic payment on the EPSB's website; and

18 (c) Proof of:

19 1. A Kentucky teaching or administrative certificate that was valid at the time of the appli-
20 cant's retirement; or

21 2. An out-of-state teaching or administrative certificate that was valid at the time of the ap-

1 applicant's retirement and aligns with the requirements for issuance of a corresponding Kentucky cer-
2 tificate as outlined in 16 KAR Chapter 2 or 3.

3 (2) The emeritus certificate shall note the areas of certification that the applicant held at retire-
4 ment.

5 (3) Applicants for the emeritus certificate shall not be subject to the recency requirements in 16
6 KAR 4:080.

7 Section 2. Validity. (1) The emeritus certificate shall be issued for a ten-year (10) period.

8 (2) The certificate shall be valid for substitute teaching and employment in the noted certification
9 area as allowed by KRS 161.605 and the administrative regulations of the Kentucky Teachers' Re-
10 tirement System.

11 Section 3. Renewal. (1) A candidate shall be eligible for one renewal of the emeritus certificate
12 upon application to the EPSB, compliance with 16 KAR 2:010, Section 3(1), and submission of the
13 following:

14 (a) Twenty-five (25) dollars paid through electronic payment on the EPSB's website; and

15 (b) If the emeritus certificate notes administrative certification, documentation of:

16 1. Qualifying employment; or

17 2. Forty-two (42) hours of approved training selected from programs approved for the
18 Kentucky Effective Instructional Leadership Training Program; or

19 (c) If the emeritus certificate notes teacher certification, documentation of:

20 1. Qualifying employment; or

21 2. Sixty-four (64) hours of professional development that meets the requirements of KRS
22 156.095.

23 (2) Qualifying employment shall be thirty (30) days of employment per academic year for a min-

1 imum of two (2) academic years at:

2 (a) A public school or a regionally or nationally accredited nonpublic school in a certified posi-
3 tion;

4 (b) The Kentucky Department of Education, or other state or federal educational agency with
5 oversight for elementary and secondary education; or,

6 (c) A regionally or nationally accredited institution of higher education in the area of educator
7 preparation or the academic subject area for which the educator holds certification.

8 (3) The renewal requirements shall be completed by September 1 of the year of expiration of the
9 certificate.

DRAFT

Date

Lisa Rudzinski, Board Chair
Education Professional Standards Board

DRAFT

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

16 KAR 2:220E

Contact Person: Todd Allen, phone 502-564-4474, fax 502-564-9321; email regcomments@education.ky.gov

(1) Provide a brief summary of:

(a) What this administrative regulation does: This administrative regulation establishes the standards for the emeritus certificate.

(b) The necessity of this administrative regulation: This administrative regulation is necessary to set the standards for the emeritus certificate.

(c) How this administrative regulation conforms to the content of the authorizing statutes: KRS 161.020 requires a certificate of legal qualifications for any public-school position for which a certificate is issued. KRS 161.028 requires the Education Professional Standards Board to establish standards and requirements for obtaining and maintaining a teaching certificate. KRS 161.030(10) requires the EPSB to set the requirements for the emeritus certificate.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation delineates the requirements for application, issuance and renewal of the emeritus certificate.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation:

(b) The necessity of the amendment to this administrative regulation:

(c) How the amendment conforms to the content of the authorizing statutes:

(d) How the amendment will assist in the effective administration of the statutes:

(3) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: 173 Kentucky school districts and retired educators seeking emeritus certification.

(4) Provide an analysis of how the entities identified in question (3) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (3) will have to take to comply with this administrative regulation or amendment: Retired educators seeking emeritus certification will have to apply with the Education Professional Standards Board and provide the required documentation and fee. School districts will not have to take any action to comply.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3): The applicant for the emeritus certificate will have to pay a fee of twenty-five (\$25) dollars. Certification fees are typically set in 16 KAR 4:040, and the cost of a five-year professional certificate is eighty-five (\$85) dollars. However, in recognition of the fact that these educators are retired, the Education Professional Standards Board is charging a reduced fee of twenty-five (\$25) dollars,

(c) As a result of compliance, what benefits will accrue to the entities identified in question (3): Retired educators will be issued an emeritus certificate. This could result in more retired educators maintaining certification to substitute or accept employment in the public schools as allowed by the Kentucky Teachers' Retirement System.

(5) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: The initial cost to implement this regulation will be the creation of the new certificate and certificate code in the system, training for staff on the standards and requirements for this new certificate, and the time and resources for processing the applications and issuing the emeritus certificate. This is a new certificate, and it is unknown how many applications will be received; however, it is expected that this will be offset by the certification fees collected.

(b) On a continuing basis: The continuing cost to implement this regulation will be the staff time and resources for processing applications. This is a new certificate, and it is unknown how many applications will be received; however, it is expected that this will be offset by the certification fees collected.

(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: Certification Fees collected pursuant to this regulation.

(7) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: No increase in fees or funding will be necessary to implement this administrative regulation.

(8) State whether or not this administrative regulation established any fees or directly or indirectly increased any fees: Though certification fees are typically established by 16 KAR 4:040, in recognition of the applicants' status as retired educators this administrative regulation establishes a reduced fee for the emeritus certificate of twenty-five (\$25) dollars.

(9) TIERING: Is tiering applied? Tiering is not applicable to the requirements of this regulation.

FISCAL NOTE ON STATE OR LOCAL GOVERNMENT

16 KAR 2:220 E

Contact Person: Todd Allen, phone 502-564-4474, fax 502-564-9321; email regcomments@education.ky.gov

(1) What units, parts, or divisions of state or local government (including cities, counties, fire departments, or school districts) will be impacted by this administrative regulation? The Education Professional Standards Board and public-school districts.

(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 161.020, KRS 161.028, KRS 161.030.

(3) Estimate the effect of this administrative regulation on the expenditures and revenues of a state or local government agency (including cities, counties, fire departments, or school districts) for the first full year the administrative regulation is to be in effect.

(a) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for the first year? Each applicant for the emeritus certificate will have to pay a twenty-five (\$25) dollar fee for issuance. This is a new certificate, so it is unknown how many applications will be received. Certification fees are a part of the Education Professional Standards Board's restricted funds, that in accordance with KRS 161.028 (1)(q) can be used towards the costs of issuance, reissuance, and renewal of certificates, and the costs associated with disciplinary action against a certificate holder.

(b) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for subsequent years? Each applicant for the emeritus certificate will have to pay a twenty-five (\$25) dollar fee for issuance. Certification fees are a part of the Education Professional Standards Board's restricted funds, that in accordance with KRS 161.028 (1)(q) can be used towards the costs of issuance, reissuance, and renewal of certificates, and the costs associated with disciplinary action against a certificate holder. This is a new certificate and it is unknown how many applications will be received. Each certificate will be valid for ten-years, so applicants will not reapply annually.

(c) How much will it cost to administer this program for the first year? For the first year, cost will be the creation of the new certificate and certificate code in the system, training for staff on the standards and requirements for this new certificate, and the time and resources for processing the applications and issuing the emeritus certificate. As this is a new certificate, we are unable to determine the number of applications that will be received. It is expected that the increased restricted fund from the certification fees collected for these applications will offset the costs.

(d) How much will it cost to administer this program for subsequent years? For subsequent years, the cost will be the staff time and resources for processing the applications and issuing the emeritus certificates. This will vary depending on the number of applications and certificates, and as this is a new certificate, we are unable to determine that number. However, it is expected that the increased restricted funds from the certification fees collected for these applications will offset the costs.

Note: If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the administrative regulation.

Revenues (+/-):

Expenditures (+/-):

Other Explanation: At this time, it is unknown how many retired educators will seek an emeritus certificate. Some retired educators do not wish to maintain certification upon retirement. Currently, if an educator wishes to keep their certificate current after retirement they can apply for renewal of the full certificate, which carries an eighty-five (\$85) dollar fee or they can apply for a five-year substitute certificate for fifteen (\$15) dollars. The emeritus certificate will have the same rights as the full certificate, for a ten-year period for a reduced fee of twenty-five (\$25) dollars. The certification fees collected for these applications will offset the costs of issuance.

DRAFT

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 2:230E. Exception Certificate, New Emergency Regulation

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the new emergency regulation and accompanying ordinary regulation 16 KAR 2:220 to set the standards for the exception certificate.

Rationale:

This emergency administrative regulation is being promulgated in order to meet an imminent deadline for the promulgation of an administrative regulation that is established by state statute. During the 2021 legislative session, the General Assembly passed HB 163 and the Governor signed it into law on April 5, 2021. This legislation, which is slated to become effective on June 29, 2021, amends KRS 161.030 to create an exception certificate and gives the EPSB the authority to promulgate administrative regulations establishing the requirements to receive an emeritus certificate. The ordinary administrative regulation is identical to this emergency administrative regulation.

Action Question:

Should the EPSB approve the new emergency regulation and ordinary regulation 16 KAR 2:230?

Applicable Statute or Regulation:

KRS 13A.190, KRS 161.028, KRS 161.030

History/Background:

Existing Policy: On April 5, 2021, Governor Beshear signed House Bill 163 into law. This bill, which becomes effective on June 29, 2021, amends KRS 161.030 to create an exception certificate. Specifically, the bill provides the EPSB “shall issue a one (1) time five (5) year exception certificate to an individual:

1. Whose certificate has expired;
2. Whose rank upon expiration was Rank I or Rank II;
3. Who has met the requirements to receive an exception certificate as set forth in administrative regulation promulgated by the EPSB;
4. Who completed three (3) years of classroom instruction prior to the certificate's expiration; and
5. Who has completed the required application unless the provisions of KRS 161.120 apply.

As there are only eighty-five (85) days between the Governor signing this bill into law and its effective date, the ordinary administrative regulation process would not allow the EPSB time to promulgate an ordinary administrative regulation to be effective when the statutory change goes into effect. KRS CH 13A.190 allows for the promulgation of an emergency administrative regulation in order to meet an imminent deadline for the promulgation of an administrative regulation that is established by state statute. This emergency administrative regulation will be replaced by an ordinary administrative regulation because the exception certificate is expected to remain in statute. The ordinary administrative regulation is identical to this emergency administrative regulation.

Summary: The proposed emergency and ordinary regulation establish the application requirements for issuance of the exception certificate. This one-time certificate will allow a Rank I or Rank II educator with three years of classroom instruction experience to renew or reissue their certificate without meeting the standard renewal or reissuance requirements. The regulation is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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Statement of Emergency

16 KAR 2:230 E

This emergency administrative regulation is being promulgated in order to meet an imminent deadline for the promulgation of an administrative regulation that is established by state statute. During the 2021 legislative session, the General Assembly passed House Bill 163 and the Governor signed it into law on April 5, 2021. This legislation, which is slated to become effective on June 29, 2021, amends KRS 161.030 to create an exception certificate and gives the Education Professional Standards Board (EPSB) the authority to promulgate administrative regulations establishing the requirements to receive an exception certificate. As there are only eighty-five (85) days between the Governor signing this bill into law and its effective date, the ordinary administrative regulation process would not allow the EPSB time to promulgate an ordinary administrative regulation to be effective when the statutory change goes into effect. Therefore, the emergency regulation is necessary to establish the requirements for educators to receive an exception certificate when the statutory amendment goes into effect. This emergency administrative regulation will be replaced by an ordinary administrative regulation because the exception certificate is expected to remain in statute. The ordinary administrative regulation is identical to this emergency administrative regulation.

Andy Beshear, Governor

Jacqueline Coleman, Secretary
Education and Workforce Development Cabinet

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (New Emergency Administrative Regulation)

4 16 KAR 2:230 E. Exception Certificate

5 RELATES TO: KRS 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.020, 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education
8 Professional Standards Board (EPSB) to establish standards and requirements for obtaining and
9 maintaining a teaching certificate. KRS 161.030(10) creates an exception certificate and authorizes
10 the EPSB to promulgate administrative regulations setting forth the requirements for that certificate.
11 This administrative regulation establishes the requirements for the exception certificate.

12 Section 1. (1) A candidate shall be eligible for issuance of the one-time exception certificate upon
13 application to the EPSB, compliance with 16 KAR 2:010, Section 3(1), and submission of the fol-
14 lowing documentation:

15 (a) Rank I or Rank II status obtained prior to the expiration of the applicant's certificate; and

16 (b) Three years of verified classroom teaching experience at a regionally- or nationally accredited
17 nonpublic school.

18 (2) The exception certificate shall reissue any expired certification that the applicant previously
19 held, other than a certificate that expired for failure to complete the preparation program.

20 (3) Reissued teaching certificates shall be subject to the renewal requirements established in 16
21 KAR 4:060.

- 1 (4) Reissued administrative certificates shall be subject to the renewal requirements established in
- 2 16 KAR Chapter 3.

DRAFT

Date

Lisa Rudzinski, Board Chair
Education Professional Standards Board

DRAFT

REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

16 KAR 2:230 E

Contact Person: Todd Allen, phone 502-564-4474, fax 502-564-9321; email regcomments@education.ky.gov

(1) Provide a brief summary of:

(a) What this administrative regulation does: This administrative regulation establishes the standards for the one-time exception certificate.

(b) The necessity of this administrative regulation: This administrative regulation is necessary to set the standards for the application and issuance for the one-time exception certificate.

(c) How this administrative regulation conforms to the content of the authorizing statutes: KRS 161.020 requires a certificate of legal qualifications for any public-school position for which a certificate is issued. KRS 161.028 requires the Education Professional Standards Board to establish standards and requirements for obtaining and maintaining a teaching certificate. KRS 161.030(10) requires the EPSB to set the requirements for the one-time exception certificate.

(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes: This administrative regulation delineates the requirements for application and issuance of the one-time exception certificate.

(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:

(a) How the amendment will change this existing administrative regulation:

(b) The necessity of the amendment to this administrative regulation:

(c) How the amendment conforms to the content of the authorizing statutes:

(d) How the amendment will assist in the effective administration of the statutes:

(3) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation: 173 Kentucky school districts and Rank I/II educators with an expired certificate who were unable to meet the requirements for renewal or reissuance.

(4) Provide an analysis of how the entities identified in question (3) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:

(a) List the actions that each of the regulated entities identified in question (3) will have to take to comply with this administrative regulation or amendment: Applicants for the one-time exception certificate will have to complete an application and provide the required documentation. School districts will not have to take any action.

(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (3): There is no fee established by the Education Professional Standards Board in this regulation. 16 KAR 4:040 sets the certification fees and applicants will have to pay the established fee that corresponds to the certificate. There is no cost for school districts.

(c) As a result of compliance, what benefits will accrue to the entities identified in question (3): Applicants will be issued a one-time exception certificate that reissues their previously expired certifi-

cates. School districts will have access to a larger pool of certified candidates.

(5) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:

(a) Initially: The initial cost to implement this regulation will be the creation of the new certificate and certificate code in the system, training for staff on the standards and requirements for this new certificate, and the time and resources for processing the applications and issuing the exception certificate. This is a new certificate, and it is unknown how many applications will be received; however, it is expected that this will be offset by the certification fees collected.

(b) On a continuing basis: The continuing cost to implement this regulation will be the staff time and resources for processing applications. This is a new certificate, and it is unknown how many applications will be received; however, applicants will only be entitled to one issuance.

(6) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation: Certification fees collected pursuant to 16 KAR 4:040.

(7) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment: No increase in fees or funding will be necessary to implement this administrative regulation.

(8) State whether or not this administrative regulation established any fees or directly or indirectly increased any fees: Certification fees are established by 16 KAR 4:040. No additional fees are established by this regulation.

(9) TIERING: Is tiering applied? Tiering is not applicable to the requirements of this regulation.

FISCAL NOTE ON STATE OR LOCAL GOVERNMENT

16 KAR 2:230 E

Contact Person: Todd Allen, phone 502-564-4474, fax 502-564-9321; email regcomments@education.ky.gov

(1) What units, parts, or divisions of state or local government (including cities, counties, fire departments, or school districts) will be impacted by this administrative regulation? The Education Professional Standards Board and public-school districts.

(2) Identify each state or federal statute or federal regulation that requires or authorizes the action taken by the administrative regulation. KRS 161.020, KRS 161.028, KRS 161.030.

(3) Estimate the effect of this administrative regulation on the expenditures and revenues of a state or local government agency (including cities, counties, fire departments, or school districts) for the first full year the administrative regulation is to be in effect.

(a) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for the first year? Each applicant for the certificate will have to pay the certification fee established in 16 KAR 4:040. This is a new certificate, so it is unknown how many applications will be received. Certification fees are a part of the Education Professional Standards Board's restricted funds, that in accordance with KRS 161.028 (1)(q) can be used towards the costs of issuance, reissuance, and renewal of certificates, and the costs associated with disciplinary action against a certificate holder.

(b) How much revenue will this administrative regulation generate for the state or local government (including cities, counties, fire departments, or school districts) for subsequent years? Each applicant for the certificate will have to pay the certification fee established in 16 KAR 4:040. This is a new certificate, so it is unknown how many applications will be received. Certification fees are a part of the Education Professional Standards Board's restricted funds, that in accordance with KRS 161.028 (1)(q) can be used towards the costs of issuance, reissuance, and renewal of certificates, and the costs associated with disciplinary action against a certificate holder.

(c) How much will it cost to administer this program for the first year? For the first year, cost will be the creation of the new certificate and certificate code in the system, training for staff on the standards and requirements for this new certificate, and the time and resources for processing the applications and issuing the one-time exception certificate. As this is a new certificate, we are unable to determine the number of applications that will be received. It is expected that the increased restricted fund from the certification fees collected for these applications will offset the costs.

(d) How much will it cost to administer this program for subsequent years? For subsequent years, the cost will be the staff time and resources for processing the applications and issuing the one-time exception certificates. This will vary depending on the number of applications and certificates, and as this is a new certificate, we are unable to determine that number. However, it is expected that the increased restricted funds from the certification fees collected for these applications will offset the costs.

Note: If specific dollar estimates cannot be determined, provide a brief narrative to explain the fiscal impact of the administrative regulation.

Revenues (+/-):

Expenditures (+/-):

Other Explanation: At this time, it is unknown how many educators will seek a one-time exception certificate. Applicants will be required to pay the certification fee established in 16 KAR 4:040. The certification fees collected for these applications will offset the costs of issuance.

DRAFT

15 KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 6:010. Assessment prerequisites for Teacher Certification, Amendment

Staff's Recommendation

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 6:010 to update assessments for teacher certification.

Rationale:

The proposed amendment would update 16 KAR 6:010 to reflect the new Praxis II Assessments developed by the Educational Testing Service (ETS). Some of the assessments currently listed in 16 KAR 6:010 will be discontinued in August 2021.

Action Question:

Should the EPSB approve the amendments to 16 KAR 6:010?

Applicable Statute or Regulation:

KRS 161.020, KRS 161.028, KRS 161.030, 16 KAR 6:010

History/Background:

Existing Policy: KRS 161.028(1)(a) authorizes the EPSB to establish standards and requirements for obtaining and maintaining a teaching certificate. KRS 161.030(3) and (4) require the EPSB to select the appropriate assessments required prior to teacher certification. 16 KAR 6:010 establishes the examination prerequisites for teacher certification.

Summary: The proposed amendment to the regulation would update certain Praxis II assessments to the new version and includes new test for certification areas that previously did not have a test. The amendment also allows for adoption of the recommended cut-scores set by ETS.

The proposed amended regulation is included for EPSB review. Below is a summary of the test changes included in the amendment:

Revised Tests:

- Middle School Mathematics (5164) - 157 replaces Middle School Mathematics (5169) – 165
- Middle School Science (5442) - 152 replaces Middle School Science (5440) – 150
- Mathematics (5165) - 159 replaces Mathematics: Content Knowledge (5161) – 160
- Reading Specialist (5302) – 165 replaces Reading Specialist (5301) – 164
- Teaching Reading: K-12 (5206) – 156 replaces Teaching Reading (5204) – 153
- Education of Young Children (5024) – 160 replaces Interdisciplinary Early Childhood Education (5023) – 166

New Tests:

- Japanese: World Language (5661) – 156
- Music: Instrumental and General Knowledge (5115) – 150 replaces Music: Content and Analysis (5114) – 162
- Music: Vocal and General Knowledge (5116) – 153 replaces Music: Content and Analysis (5114) – 162

If the EPSB approves this amendment, staff also asks the EPSB to consider allowing the new tests and cut scores to meet the requirements of 16 KAR 6:010 immediately while the regulation completes the legislative process.

Budget Impact: There is no budgetary impact.

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 6:010. Assessment prerequisites for teacher certification.

5 RELATES TO: KRS 161.020, 161.028(1), 161.030(3), (4)

6 STATUTORY AUTHORITY: KRS 161.028(1)(a), 161.030(3), (4)

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1)(a) authorizes the Educa-
8 tion Professional Standards Board (**EPSB**) to establish standards and requirements for obtaining
9 and maintaining a teaching certificate. KRS 161.030(3) and (4) require the **EPSB**[~~Education Pro-~~
10 ~~fessional Standards Board~~] to select the appropriate assessments required prior to teacher certifi-
11 cation. This administrative regulation establishes the examination prerequisites for teacher certi-
12 fication.

13 Section 1. A teacher applicant for certification shall successfully complete the applicable as-
14 sessments identified in this administrative regulation prior to Kentucky teacher certification.

15 Section 2. The **EPSB**[~~Education Professional Standards Board~~] shall require the assessment
16 or assessments and passing scores identified in this section for each new teacher applicant and
17 each teacher seeking an additional certificate. (1) An applicant for Interdisciplinary Early Child-
18 hood Education certification (birth to primary) shall take **“Education of Young Children (5024)**
19 **– 160”** [~~“Interdisciplinary Early Childhood Education (5023)” – 166.~~]

20 (2) An applicant for Elementary certification (grades P-5) shall take "Elementary Education:
21 Multi-Subjects Test (5001)" with the following passing scores on the corresponding assessment

1 sections:

2 (a) "Elementary Education: Reading and Language Arts (5002)" - 157;

3 (b) "Elementary Education: Mathematics (5003)" - 157;

4 (c) "Elementary Education: Social Studies (5004)" - 155; and

5 (d) "Elementary Education: Science (5005)" - 159.

6 (3) An applicant for certification at the middle school level (grades 5 through 9) shall take the
7 content assessment or assessments based on the applicant's content area or areas with the corre-
8 sponding passing scores as identified in this subsection:

9 (a) Middle School English and Communications: "Middle School English Language Arts
10 (5047)" - 164;

11 (b) Middle School Mathematics: **"Middle School Mathematics (5164)" – 157**~~["Middle
12 School Mathematics (5169)"—165];~~

13 (c) Middle School Science:

14 **"Middle School Science (5442)" – 152**~~["Middle School Science (5440)"—150]; or~~

15 (d) Middle School Social Studies:

16 "Middle School Social Studies (5089)": - 149.

17 (4) An applicant for certification at the secondary level (grades 8 through 12) shall take the
18 content assessment or assessments corresponding to the applicant's content area or areas with the
19 passing scores identified in this subsection:

20 (a) Biology:

21 "Biology: Content Knowledge (5235)" - 146;

22 (b) Chemistry:

23 "Chemistry: Content Knowledge (5245)" - 147;

- 1 (c) Earth Science:
2 "Earth and Space Sciences: Content Knowledge (5571)" - 147;
- 3 (d) English: "English Language Arts: Content and Analysis (5039)" - 168;
- 4 (e) Mathematics: **"Mathematics (5165)" – 159**~~Mathematics: Content Knowledge (5161)" –~~
5 ~~160~~];
- 6 (f) Physics: "Physics: Content Knowledge (5265)" - 133; or
- 7 (g) Social Studies:
8 "Social Studies: Content and Interpretation (5086)" - 153.
- 9 (5) An applicant for certification in all grades shall take the content assessment or assessments
10 corresponding to the applicant's area or areas of specialization identified in this subsection, and,
11 if a passing score is established in this subsection, the applicant shall achieve the passing score or
12 higher:
- 13 (a) Art:
14 "Art: Content and Analysis (5135)" - 161;
- 15 (b) Chinese: "Chinese (Mandarin): World Language (5665)" - 164;
- 16 (c) French: "French: World Language (5174)" - 162;
- 17 (d) German: "German: World Language (5183)" - 163;
- 18 **(e) Japanese: "Japanese: World Language (5661)" -156;**
- 19 **(f)**~~(e)~~ Health: "Health Education (5551)" – 155;
- 20 **(g)**~~(f)~~ Health and Physical Education:
21 1. "Health and Physical Education: Content Knowledge (5857)" – 160; and
22 2."Physical Education: "Physical Education: Content and Design (5095)" – 169;
- 23 **(h)**~~(g)~~ Integrated Music:

1 "Music: Content and Instruction (5114)" - 162;

2 **(i)**~~(h)~~ Instrumental Music:

3 **"Music: Instrumental and General Knowledge (5115)" -150**~~["Music: Content and Analy-~~

4 ~~sis (5114)"—162];~~

5 **(j)**~~(i)~~ Vocal Music:

6 **"Music: Vocal and General Knowledge (5116)"-153**~~["Music: Content and Analysis~~

7 ~~(5114)"—162];~~

8 **(k)**~~(j)~~ Latin:

9 "Latin (5601)" – 166;

10 **(l)**~~(k)~~ Physical Education:

11 "Physical Education: Content and Design (5095)" - 169;

12 **(m)**~~(l)~~ School Media Librarian:

13 "Library Media Specialist (5311)" - 156;

14 **(n)**~~(m)~~ School Psychologist:

15 "School Psychologist (5402)" – 147; or

16 **(o)**~~(n)~~ Spanish: "Spanish: World Language (5195)" - 168.

17 (6) Except as provided in subsection (7) of this section, an applicant for certification for

18 teacher of exceptional children in Communication Disorders, Learning and Behavior Disorders,

19 Hearing Impaired, Hearing Impaired with Sign Proficiency, Visually Impaired, or Moderate and

20 Severe Disabilities shall take the content assessment or assessments based on the applicant's area

21 or areas of specialization with the corresponding passing scores as identified in this subsection:

22 (a) Communication Disorders:

23 1. "Special Education: Core Content Knowledge and Applications (5354)" - 151; and

- 1 2. "Speech-Language Pathology (5331)" – 162;
- 2 (b) Hearing Impaired:
- 3 1. "Special Education: Core Knowledge and Applications (5354)" - 151; and
- 4 2. "Special Education: Education of Deaf and Hard of Hearing Students (5272)" – 160;
- 5 (c) Hearing Impaired With Sign Proficiency:
- 6 1. "Special Education: Core Knowledge and Applications (5354)" – 151;
- 7 2. "Special Education: Education of Deaf and Hard of Hearing Students (5272)" -160; and
- 8 3. "American Sign Language Proficiency Interview (ASLPI)" – 3+;
- 9 (d) Learning and Behavior Disorders:
- 10 "Special Education: Core Knowledge and Mild to Moderate Applications (5543)" - 158;
- 11 (e) Moderate and Severe Disabilities:
- 12 "Special Education: Core Knowledge and Severe to Profound Applications (5545)" - 158; or
- 13 (f) Visually Impaired:
- 14 1. "Special Education: Core Knowledge and Applications (5354)" - 151; and
- 15 2. "Special Education: Teaching Students with Visual Impairments (5282)" – 163.
- 16 (7) A holder of an exceptional child certificate in Learning and Behavior Disorders or Moder-
- 17 ate and Severe Disabilities who is seeking additional certification for any exceptional children
- 18 teaching certificate listed in subsection (6) of this section shall not be required to take "Special
- 19 Education: Core Knowledge and Applications (5354)".
- 20 (8)(a) Except as provided in paragraph (b) of this subsection, an applicant for Career and
- 21 Technical Education certification to teach in grades 5 - 12 shall take the content assessment or
- 22 assessments corresponding to the applicant's area or areas of specialization identified in this par-
- 23 agraph, and, if a passing score is established in this paragraph, the applicant shall achieve the

1 passing score or higher:

2 1. Agriculture:

3 "Agriculture (5701)" – 147;

4 2. Business and Marketing Education:

5 "Business Education (5101)" - 154;

6 3. Family and Consumer Science:

7 "Family and Consumer Sciences (5122)" – 153; or

8 4. Engineering and Technology Education:

9 "Technology Education (5051)" -159.

10 (b) An applicant for Industrial Education shall take the content assessment or assessments cor-
11 responding to the applicant's area or areas of specialization with the passing scores identified in
12 16 KAR 6:020.

13 (9) An applicant for a restricted base certificate in the following area or areas shall take the
14 content assessment or assessments based on the applicant's area or areas of specialization with
15 the corresponding passing scores as identified in this subsection:

16 (a) English as a Second Language:

17 1. Until August 31, 2017: "English to Speakers of Other Languages (5361)" - 157; or

18 2. Beginning September 1, 2017: "English to Speakers of Other Languages (5362)" – 155;

19 (b) Speech/Media Communications:

20 "Speech Communication (5221)" – 146; or

21 (c) Theater:

22 "Theatre (5641)" - 162.

23 (10) An applicant for an endorsement in the following content area or areas shall take the con-

1 tent assessment or assessments based on the applicant's area or areas of specialization with the
2 passing scores identified in this subsection:

3 (a) American Sign Language: "American Sign Language Proficiency Interview (ASLPI)" -
4 3+;

5 (b) English as a Second Language:

6 1. Until August 31, 2017: "English to Speakers of Other Languages (5361)" – 157; or

7 2. Beginning September 1, 2017: "English to Speakers of Other Languages (5362)" – 155;

8 (c) Learning and Behavior Disorders, grades 8 - 12:

9 "Special Education: Core Knowledge and Mild to Moderate Applications (5543)" - 158;

10 (d) Literacy Specialist:

11 **"Reading Specialist (5302)" - 165**~~["Reading Specialist (5301)" - 164]~~;

12 (e) Gifted Education, grades primary - 12:

13 "Gifted Education (5358)" – 157; or

14 (f) Reading Primary through Grade 12:

15 **"Teaching Reading: K-12 (5206)" – 156**~~["Teaching Reading (5204)" - 153]~~.

16 Section 3. In addition to the content area assessment or assessments established in Section 2
17 of this administrative regulation, each new teacher shall take the pedagogy assessment and meet
18 the passing score identified in this section that corresponds to the grade level of certification
19 sought. If a certified teacher is seeking additional certification in any area, the applicant shall not
20 be required to take an additional pedagogy assessment.

21 (1) An applicant for Elementary certification (grades primary – 5) shall take "Principles of
22 Learning and Teaching: Grades kindergarten - 6 (5622)" - 160.

23 (2) An applicant for certification at the middle school level (grades 5 through 9) shall take

1 "Principles of Learning and Teaching: Grades 5 - 9 (5623)" - 160.

2 (3) An applicant for certification at the secondary level (grades 8 through 12) shall take "Prin-
3 ciples of Learning and Teaching: Grades 7 - 12 (5624)" - 160.

4 (4) An applicant for certification in all grades with a content area identified in Section 2(5) of
5 this administrative regulation shall take one (1) of the following assessments and achieve the cor-
6 responding passing score or higher:

7 (a) "Principles of Learning and Teaching: Grades kindergarten – 6 (5622)" - 160;

8 (b) "Principles of Learning and Teaching: Grades 5 – 9 (5623)" - 160; or

9 (c) "Principles of Learning and Teaching: Grades 7 - 12 (5624)" - 160.

10 (5) An applicant applying only for certification for teacher of exceptional children shall not be
11 required to take a separate pedagogy assessment established in this section. The content area as-
12 sessment or assessments established in Section 2 of this administrative regulation shall fulfill the
13 pedagogy assessment requirement for a teacher of exceptional children.

14 (6) An applicant for Career and Technical Education certification in grades 5 through 12 shall
15 take one (1) of the following assessments and receive the identified passing score:

16 (a) "Principles of Learning and Teaching: Grades kindergarten - 6 (5622)" - 160;

17 (b) "Principles of Learning and Teaching: Grades 5 - 9 (5623)" - 160; or

18 (c) "Principles of Learning and Teaching: Grades 7 - 12 (5624)" - 160.

19 Section 4. Assessment Recency. (1) A passing score on an assessment established at the time
20 of administration shall be valid for the purpose of applying for certification for five (5) years
21 from the assessment administration date.

22 (2) A teacher who fails to complete application for certification to the EPSB~~[Education Pro-~~
23 ~~fessional Standards Board]~~ within the applicable recency period of the assessment and with the

1 passing score established at the time of administration shall retake the applicable assessment or
2 assessments and achieve the passing score or scores required for certification at the time of ap-
3 plication.

4 (3) The assessment administration date shall be established by the Educational Testing Ser-
5 vice or other authorized test administrator.

6 Section 5. (1) An applicant for initial certification shall take the assessments on a date estab-
7 lished by:

8 (a) The Educational Testing Service; or

9 (b) The agency established by the EPSB~~[Education Professional Standards Board]~~ as the au-
10 thorized test administrator.

11 (2) An applicant shall authorize assessment results to be forwarded by the Educational Testing
12 Service, or other authorized test administrator, to the EPSB~~[Education Professional Standards
13 Board]~~ and to the teacher preparation institution where the applicant received the relevant train-
14 ing.

15 (3)(a) Public announcement of assessment dates and locations shall be issued sufficiently in
16 advance of assessment dates to permit advance registration.

17 (b) An applicant shall seek information regarding the dates and location of the assessments
18 and make application for the appropriate assessment prior to the deadline established and suffi-
19 ciently in advance of anticipated employment to permit assessment results to be received by the
20 EPSB~~[Education Professional Standards Board]~~ and processed in the normal certification cycle.

21 Section 6. An applicant shall pay the assessment fee established by the Educational Testing
22 Service or other authorized test administrator for each relevant assessment required to be taken.

23 Section 7. An applicant who fails to achieve at least the minimum passing score on any of the

1 applicable assessments may retake the assessment.

2 Section 8. The **EPSB**~~[Education Professional Standards Board]~~ in conjunction with the Ken-
3 tucky Center for Statistics~~[Kentucky Center for Education and Workforce Statistics]~~ shall collect
4 data and conduct analyses of the scores and institutional reports provided by the Educational
5 Testing Service or other authorized test administrator to determine the impact of these assess-
6 ments.

DRAFT

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 5:010. Standards for Accreditation of Educator Preparation Providers and Approval of Programs, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendments to 16 KAR 5:010.

Rationale:

The proposed amendment identifies the accreditation and program approval requirements for current and prospective Educator Preparation Providers (EPPs) in Kentucky. 16 KAR 5:010 was last revised in 2011, and the proposed amendment reflects current national and state standards and recommended policy and procedural changes.

Action Question:

Should the EPSB approve the amendments to 16 KAR 5:010?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, 16 KAR 5:010

History/Background:

Existing Policy: 16 KAR 5:010 requires that an EPP, or prospective EPP, seek state accreditation through either a joint national and state accreditation process or a state-only accreditation process, using the EPSB-adopted national standards. If an EPP chooses national and state accreditation through the joint review process, the state accreditation decision process begins after the national accreditor makes their ruling. The EPP receives a national accreditation ruling and a state accreditation ruling. The regulation describes the processes and protocols for initial and continuing accreditation of those two accreditation options.

The current regulation references national and state accreditation standards of the National Council for the Accreditation of Teacher Education (NCATE). NCATE ceased being a national accreditor in 2013 and the EPSB has adopted the standards of the national accreditor Council for the Accreditation of Educator Preparation (CAEP). The EPSB approved standards for initial preparation programs in 2015 and advanced preparation standards in 2019.

Additionally, 16 KAR 5:010 describes an extensive program review structure for new and existing EPPs seeking approval for new programs and continuing programs. The continuing program review process occurs every seven years leading up to an EPPs accreditation. Additionally, the

current Teacher Leader Master's Programs and Planned Fifth-Year Programs for Rank II program requirements were added in the 2011 revisions to 16 KAR 5:010.

Summary: *National accreditation recognition:* The EPSB rules on state accreditation for an EPP as part of either a joint national and state accreditation visit or a state-only accreditation visit. After the national accreditor rules on national accreditation, the state accreditation decision process begins. The EPSB appointed Accreditation Audit Committee reviews the national decision and all other visit documentation and makes a recommendation to the EPSB. The revised regulation would no longer require a state accreditation process in addition to national accreditation. For an EPP that earns national accreditation by an approved accreditor for educator preparation, the EPSB would recognize the ruling of the national accreditor. The national review team would include a Kentucky trained site visitor for state representation as well as the state agency consultant. Additionally, the revised regulation includes a proposed state Emergency Authorization to Operate (EAO) process in the event a national accreditor denies accreditation to a Kentucky EPP. It allows the EPP to apply for an EAO so that it can temporarily operate while a state accreditation process begins.

Institutional accreditation requirement: Historically, the EPSB has required colleges or universities to hold regional accreditation status for their educator preparation unit to be accredited by the EPSB. However, there was a recent change to KRS 161.028 through Senate Bill 270 allowing colleges or universities to offer teacher preparation programs with regional accreditation or national accreditation if recognized by the US Department of Education and if the institution is eligible to receive federal funding under 20 U.S.C. secs. 1061 to 1063. Also, in recent rulemaking on accreditation, the U.S. Department of Education stated it would no longer categorize accrediting agencies as regional or national for "Department business." Rather, it would use an umbrella term, referring to both types of accrediting agencies as institutional accreditors.¹ In essence, as long as the college or university institutional accrediting agency, whether it be regional or national, is recognized by the U.S. Department of Education, it meets higher education expectations for quality.

Based on these recent changes, there is a proposed revision to 16 KAR 5:010 that would allow for regional or national accredited colleges or universities, called "institutional accreditors", recognized by the U.S. Department of Education to seek accreditation from the EPSB.

Approved national accreditors of educator preparation: The EPSB has historically recognized the standards of a single national accreditor of educator preparation; previously NCATE (1954 - 2013) and currently CAEP (2014-present). There is another national accreditor for educator preparation that recently received approval from the Council for Higher Education Accreditation (CHEA) and there could be others in the future. The revised regulation provides the EPSB the decision of what national accreditor(s) of educator preparation Kentucky will recognize. All national accreditors of

¹ However, higher education practitioners and stakeholders may still distinguish among accrediting agencies using the terms national and regional. In addition, some state laws and regulations may distinguish between regional and national accrediting agencies. U.S. Department of Education, "Student Assistance General Provisions, the Secretary's Recognition of Accrediting Agencies, the Secretary's Recognition Procedures for State Agencies," 84 *Federal Register* 58850, 58904, November 1, 2019.

educator preparation would be required to have prior approval by the EPSB before an EPP's national accreditation would be recognized.

State accreditation standards: In June 2015, the EPSB adopted the CAEP standards for initial preparation programs. In June 2019, the Board adopted the advanced standards as the accreditation standards for all educator preparation providers accredited by the EPSB. The revised regulation replaces the expired NCATE standards and reflects these current standards.

Program Review process: The proposed regulation identifies the components of the program review documentation needed for new program submissions and streamlines the documentation necessary for previously approved EPPs to submit to seek continuing program approval. This continuing program review and approval process occurs every seven years prior to the EPP's accreditation. The information that EPPs have to submit for each program twenty-four months prior to their accreditation site visit includes: 1) Programmatic changes that have occurred since their last continuing program review; 2) Summary data analysis based on program assessment data identifying strengths and areas for improvement; 3) Continuous improvement plans linked to the summary data analysis, EPP data and institutional data; and, 4) Demonstration of compliance of regulatory requirements.

Decision Rule options for state accreditation: In the current regulation, the decision rules for an EPP seeking continuing accreditation reflect NCATE language. The proposed amendments reflect current CAEP language with regard to the defined expectations for standards to be met or not met. The EPSB decision options remain "accreditation," "accreditation with conditions," and "accreditation with probation". CAEP decision options are "accreditation," "accreditation with stipulations," and "probationary accreditation." The EPSB decision option "accreditation with conditions" mirrors the CAEP "accreditation with stipulations." In the proposed amendment, this EPSB decision option of "accreditation with conditions" now requires that all standards are met.

Budget Impact: If the EPSB recognizes multiple national accreditors for which Kentucky has to pay annual dues or fees, it could add approximately \$10,000-\$15,000 in costs.

Groups Consulted and Brief Summary of Responses:

Program Review Advisory Panel

Kentucky Association of Colleges of Teacher Education (KACTE)

EPP leaders

The Program Review Advisory Panel, comprised of representatives from EPPs and KDE staff, met several times to discuss the statutory requirements and possible revisions to the regulatory requirements relating to program review and approval processes. KACTE's Policy Committee submitted feedback indicating the need to update the national accreditor and national standards. EPP comments were captured through representation on the Dean's Council with Associate Commissioner, Rob Akers, and through KACTE meetings.

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 5:010. Standards for accreditation of educator preparation **providers**[units] and approv-
5 al of programs.

6 RELATES TO: KRS 161.028, 161.030, 164.945, 164.946,164.947, 20 U.S.C. 1021-1022h

7 STATUTORY AUTHORITY: KRS 161.028, 161.030

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education
9 Professional Standards Board (**EPSB**) to establish standards and requirements for obtaining and
10 maintaining a teaching certificate and for programs of preparation for teachers and other profes-
11 sional school personnel. KRS 161.030(1) requires all certificates issued under KRS 161.010 to
12 161.126 to be issued in accordance with the administrative regulations of the **EPSB**[board]. This
13 administrative regulation establishes the standards for accreditation of an educator preparation
14 **provider**[unit] and approval of a program to prepare an educator.

15 Section 1. Definitions. **(1) “Accreditation Reviewers” means the evaluators who review**
16 **educator preparation providers as part of the accreditation process.**

17 **(2) “Advanced programs” means educator preparation programs offered at the gradu-**
18 **ate level and designed to develop additional specialized professional skills or credentials for**
19 **P-12 educators who have already completed an initial certification program.**

20 **(3) “CAEP” means the Council for the Accreditation of Educator Preparation that es-**
21 **tablishes a set of national accreditation standards for educator preparation that apply to**

1 the state accreditation process.

2 (4) “Educator Preparation Provider” (EPP) means the accredited unit at an institution
3 responsible for the preparation of educators.

4 (5) “Initial programs” means educator preparation programs offered at the undergrad-
5 uate or graduate levels to prepare an individual for a first professional teaching credential.
6 These programs are designed to prepare candidates who have not yet earned a certificate
7 to become P-12 educators.

8 (6) “Institution” means a college or university. [~~(1) "AACTE" means the American Associ-~~
9 ~~ation of Colleges for Teacher Education.~~

10 ~~—(2) "Biennial report" means the report prepared by the EPSB summarizing the institutionally-~~
11 ~~prepared annual reports for a two (2) year period.~~

12 ~~—(3) "Board of examiners" means the team who reviews an institution on behalf of NCATE or~~
13 ~~EPSB.~~

14 ~~—(4) "EPSB" means the Education Professional Standards Board.~~

15 ~~—(5) "NCATE" means the National Council for Accreditation of Teacher Education.~~

16 ~~—(6) "NCATE accreditation" means a process for assessing and enhancing academic and edu-~~
17 ~~ational quality through voluntary peer review.]~~

18 (7) “National Specialized Professional Association” means the association that defines
19 the content-area standards for specialized programs. EPSB approved National Specialized
20 Professional Associations are published on the EPSB website.

21 (8)[(7)] "State accreditation" means recognition by the EPSB that an EPP[~~institution~~] has[~~-a~~
22 professional education unit that has] met accreditation standards as a result of review, including
23 an on-site team review.

1 **(9) “Technical visit” means an on-campus, in-person visit by EPSB staff to an institution**
2 **or EPP to advise for program and accreditation reviews.**

3 **(10) “Unit” means the college, school or department of education that is seeking a first-**
4 **time EPSB accreditation.**

5 **(11) “Institutional accreditation” means the accreditation that is granted to an entire in-**
6 **stitution. This may be earned through a regional accreditor or national accreditor that is**
7 **recognized by the U.S. Department of Education.**

8 Section 2. **General** Accreditation Requirements. (1) **A Kentucky**~~[An]~~ institution offering an
9 educator **preparation**~~[certification]~~ program **shall have**~~[or a program leading to a rank change]:~~

10 **(a) National accreditation by an educator preparation accreditor approved by the**
11 **EPSB; or**

12 **(b) State accreditation by the EPSB.**

13 ~~[(a) Shall be accredited by the state; and~~

14 ~~(b) May be accredited by NCATE.]~~

15 (2) State accreditation shall be based~~[:~~

16 ~~(a) A condition of offering an educator certification program or a program leading to a rank~~
17 ~~change; and~~

18 ~~(b) Based]~~ on the **EPSB-approved** national accreditation standards **aligned to the compo-**
19 **nents**~~[which include the program standards]~~ enumerated in KRS 161.028(1)(b), and **that**~~[which]~~
20 are ~~[set out in the "Professional Standards for the Accreditation of Teacher Preparation Institu-~~
21 ~~tions"]~~ established by **CAEP**~~[NCATE. The accreditation standards shall include:]~~

22 **(a) The 2022 CAEP Initial-Level Standards shall be the accreditation standards for**
23 **EPPs offering initial teacher certification programs.**

1 **(b) The CAEP Standards for Accreditation at the Advanced Level shall be the accredita-**
2 **tion standards for EPPs offering advanced educator preparation programs.**

3 ~~[1. Standard 1—Candidate Knowledge, Skills, and Dispositions. Candidates preparing to work~~
4 ~~in schools as teachers or other professional school personnel know and demonstrate the content,~~
5 ~~pedagogical, and professional knowledge, skills, and dispositions necessary to help all students~~
6 ~~learn. Assessments indicate that candidates meet professional, state, and institutional standards.~~

7 ~~—2. Standard 2—Assessment System and Unit Evaluation. The unit has an assessment system~~
8 ~~that collects and analyzes data on applicant qualifications, candidate and graduate performance,~~
9 ~~and unit operations to evaluate and improve the unit and its programs.~~

10 ~~—3. Standard 3—Field Experience and Clinical Practice. The unit and its school partners design,~~
11 ~~implement, and evaluate field experiences and clinical practice so that teacher candidates and~~
12 ~~other school personnel develop and demonstrate the knowledge, skills, and dispositions neces-~~
13 ~~sary to help all students learn.~~

14 ~~—4. Standard 4—Diversity. The unit designs, implements, and evaluates curriculum and experi-~~
15 ~~ences for candidates to acquire and apply the knowledge, skills, and dispositions necessary to~~
16 ~~help all students learn. These experiences include working with diverse higher education and~~
17 ~~school faculty, diverse candidates, and diverse students in P-12 schools.~~

18 ~~—5. Standard 5—Faculty Qualifications, Performance, and Development. Faculty are qualified~~
19 ~~and model best professional practices in scholarship, service, and teaching, including the assess-~~
20 ~~ment of their own effectiveness as related to candidate performance; they also collaborate with~~
21 ~~colleagues in the disciplines and schools. The unit systematically evaluates faculty performance~~
22 ~~and facilitates professional development.~~

23 ~~—6. Standard 6—Unit Governance and Resources. The unit has the leadership, authority, budg-~~

1 et, personnel, facilities, and resources including information technology resources, for the prepa-
2 ration of candidates to meet professional, state, and institutional standards.

3 —(3) ~~NCATE accreditation shall not be a condition of offering an educator certification pro-~~
4 ~~gram or a program leading to a rank change.]~~

5 **(3)**~~(4)~~ All educator preparation institutions and programs operating in Kentucky that require
6 licensure by the Council on Postsecondary Education under KRS 164.945, 164.946, 164.947, and
7 13 KAR 1:020 shall **be approved by**:

8 —(a) ~~Be accredited by the state through~~ the EPSB under this administrative regulation as a
9 condition of offering an educator **preparation**~~certification~~ program or a program leading to
10 rank change.~~]; and~~

11 —(b) ~~Comply with the EPSB "Accreditation of Preparation Programs Procedure".]~~

12 **(4) For continuing national or state accreditation, an EPP must submit the following ev-**
13 **idence as part of the accreditation process:**

14 **(a) Documentation submitted to the EPSB staff for Title II compliance, indicating that**
15 **the EPP's summary pass rate on state licensure examinations meets or exceeds the**
16 **required state pass rate of eighty (80) percent; and**

17 **(b) Documentation of institutional accreditation. Required documentation shall include**
18 **a copy of the current institutional accreditation letter or report that indicates institu-**
19 **tional accreditation status.**

20 Section 3. Developmental Process for New Educator Preparation **Institutions**~~Programs~~. (1)
21 **Institutions**~~New educator preparation institutions~~ requesting approval from the EPSB to **be**
22 **recognized as a new EPP**~~develop educator preparation programs that do not have a historical~~
23 ~~foundation from which to show the success of candidates or graduates as required under Section~~

1 ~~9 of this administrative regulation~~] shall follow the four (4) stage developmental process estab-
2 lished in this Section to gain temporary authority to admit **and exit** candidates **and operate one**
3 **(1) or more educator preparation programs. The developmental process is required wheth-**
4 **er an institution intends to seek national or state accreditation.**

5 (2) Stage One: **Application.**

6 (a) The [~~educator preparation~~] institution shall submit **to the EPSB for review and ac-**
7 **ceptance** an official **notice of intent**[~~letter~~] from the chief executive officer and the governing
8 board of the institution [~~to the EPSB for review and acceptance by the board~~] indicating the insti-
9 tution's intent to begin the developmental process to **become an educator preparation provid-**
10 **er**[~~establish an educator preparation program~~].

11 (b) The EPSB staff shall make a technical visit to the institution.

12 (c) The institution shall submit the following documentation:

13 **1. A letter from the institution's chief executive officer that designates the unit as having**
14 **primary authority and responsibility for professional education programs;**

15 **2. A chart or narrative that lists all educator preparation programs to be offered by**
16 **the institution, including any nontraditional and alternative programs, and shall depict:**

17 **a. The degree or award levels for each program;**

18 **b. The administrative location for each program; and**

19 **c. The structure or structures through which the unit implements its oversight of all**
20 **programs;**

21 **3. If the unit's offerings include off-campus programs, a separate chart or narrative**
22 **as described in subparagraph 2 of this paragraph, prepared for each location at which**
23 **off-campus programs are geographically located;**

1 4. An organizational chart of the institution that depicts the educator preparation
2 unit and indicates the unit's relationship to other administrative units within the college
3 or university;

4 5. The name and job description of the head of the unit and an assurance that the
5 head has the authority and responsibility for the overall administration and operation of
6 the unit;

7 6. The policies and procedures that guide the operations of the unit. Required docu-
8 mentation shall include the cover page and table of contents for codified policies, bylaws,
9 procedures, and student handbooks;

10 7. The unit's processes, including a description of the quality assurance system, to
11 regularly monitor and evaluate its operations, the quality of its offerings, the perfor-
12 mance of candidates, and the effectiveness of its graduates;

13 8. Program review documentation identified in Section 18 and

14 9. The institutional accreditation. Required documentation shall include a copy of the
15 current institutional accreditation letter or report that indicates institutional accredita-
16 tion status.

17 [~~1. Program descriptions required by Section 11 of this administrative regulation;~~

18 ~~—2. Continuous assessment plan required by Section 11(2) of this administrative regulation; and~~

19 ~~—3. Fulfillment of Preconditions 1, 2, 3, 5, 7, 8, and 9 established in Section 9 of this adminis-~~
20 ~~trative regulation.~~

21 ~~—(d) The EPSB shall provide for a paper review of this documentation by the Reading Commit-~~
22 ~~tee and the Continuous Assessment Review Committee.]~~

23 (d) Stage One documentation is reviewed by EPSB staff and the Program Review Com-

1 mittee. The Program Review Committee shall make one of the following recommendations:

2 1. Concerns identified and reported to the educator preparation unit for resolution; or

3 2. Recommendation to proceed to Stage Two.

4 (e) Following a recommendation from the Program Review Committee [~~review of the~~
5 ~~documentation~~], EPSB staff shall make an additional technical visit to the institution.

6 (3) Stage Two: On-Site visit and Accreditation Audit Committee Recommendation.

7 (a) Nine months prior to the scheduled on-site visit, the institution shall submit to the
8 EPSB a written narrative self-study to describe the process and document that the unit has
9 evaluated its practices against the EPSB approved accreditation standards. The written
10 narrative may be supplemented by a chart, graph, diagram, table, or other similar means
11 of presenting information and shall not exceed 100 pages in length.

12 (b)[(a)] A [~~board of examiners~~] team of trained reviewers identified by EPSB staff shall
13 make a one (1) day visit to the institution to verify the self-study evidence[~~paper review~~].

14 (c)[(b)] The team of three shall be comprised of:

15 1. One (1) representative from a public postsecondary institution;

16 2. One (1) representative from an independent postsecondary institution; and

17 3. One (1) representative from a P-12 organization, [~~the Kentucky Education Association.~~]

18 (d)[(c)] The team shall submit a written report of its findings to the EPSB staff.

19 (e)[(d)] The EPSB staff shall provide a copy of the written report to the institution.

20 (f)[(e)]1. The institution may submit a written rejoinder to the report within thirty (30) work-
21 ing days of its receipt.

22 2. The rejoinder may be supplemented by materials pertinent to the conclusions found in the
23 team's report.

1 ~~(g)~~[(f)] The Accreditation Audit Committee shall review the materials gathered during Stages
2 One and Two and make one (1) of the following recommendations to the EPSB with regards to
3 temporary authorization:

- 4 1. Approval;
- 5 2. Approval with conditions; or
- 6 3. Denial of approval.

7 (4) Stage Three: **EPSB Ruling.**

8 (a) The EPSB shall review the materials and recommendations from the Accreditation Audit
9 Committee and make one (1) of the following determinations with regards to temporary authori-
10 zation:

- 11 1. Approval;
- 12 2. Approval with conditions; or
- 13 3. Denial of approval.

14 (b) An institution receiving approval or approval with conditions shall:

- 15 1. Hold this temporary authorization for two (2) years; and
- 16 2. Continue the developmental process **by pursuing**~~[and the first]~~ accreditation ~~[process]~~ **as**
17 established in this administrative regulation.

18 (c) An institution denied temporary authorization may reapply **twelve (12) months after the**
19 **EPSB's decision.**

20 (d) During the two (2) year period of temporary authorization, the institution shall:

- 21 1. Admit **and exit** candidates;
- 22 2. Monitor, evaluate, and assess the academic and professional competency of candidates; and
- 23 3. **Provide reports**~~[Report regularly]~~ to the EPSB **staff** on the institution's progress **as re-**

1 **quested.**

2 (e) During the two (2) year period of temporary authorization, the EPSB **staff**:

3 1. May schedule additional technical visits; and

4 2. Shall monitor progress by [~~paper~~] review of annual reports **and**[~~5~~] admission and exit data[~~5~~
5 ~~and trend data~~].

6 (5) Stage Four: **Initial Accreditation Visit.**

7 (a) The institution shall **pursue either national or state level accreditation** [~~host a first ae-~~
8 ~~creditation visit~~] within two (2) years of the approval or approval with conditions of temporary
9 authorization.

10 (b) **If the institution pursues national accreditation, all**[~~AH~~] further accreditation activities
11 shall be governed by Section 4[~~9~~] of this administrative regulation.

12 **(c) If the institution pursues state accreditation, all further accreditation activities shall**
13 **be governed by Section 6 of this administrative regulation.**

14 **Section 4. National Accreditation. (1) An EPP may pursue initial or continuing national**
15 **accreditation, if the national accreditor has been approved by the EPSB as demonstrating**
16 **the requirements of KRS 161.028.**

17 **(2) A national accreditor seeking EPSB approval shall apply to the EPSB and submit**
18 **documentation of the following:**

19 **(a) Established rigorous standards for educator preparation that align with KRS**
20 **161.028(1)(b) and guide institutions in establishing and maintaining high quality pro-**
21 **grams that produce evidence of academic achievement and educator performance;**

22 **(b) Attestation that all accreditation standards be met in order for an educator prepara-**
23 **tion provider to obtain and maintain accredited status**

1 **(c) The scope of accreditation;**

2 **(d) The capacity for staff and resources to carry out the operations of the organization;**

3 **(e) Public dissemination of information about the accreditation status of educator prep-**
4 **aration providers including length of a term of accreditation, reasons for awarding ac-**
5 **creditation status, information about any deficiencies in relation to accreditation stand-**
6 **ards and policies and reasons for conditional approval or denial of accreditation;**

7 **(f) A system of quality assurance for standards, policies and procedures that is reviewed**
8 **on a cyclical basis;**

9 **(g) Policies and procedures and a governance structure that support the established ac-**
10 **creditation and decision-making processes; and,**

11 **(h) Letter(s) of support and interest from a Kentucky EPP.**

12 **(3) National accreditors approved by the EPSB shall notify the EPSB in writing of any**
13 **changes to the requirements of Subsection (2) of this Section and shall include the rationale**
14 **for the changes.**

15 **(4) If an EPP pursues initial or continuing accreditation from a national accreditor ap-**
16 **proved by the EPSB, the accreditation decision of the national accreditor shall be presented**
17 **for recognition by the EPSB at the next scheduled meeting following the national accredita-**
18 **tion decision.**

19 **(5) If the EPP is denied accreditation by the national accreditor, the EPP may seek**
20 **Emergency Authorization to Operate from the EPSB as outlined in Section 5 of this admin-**
21 **istrative regulation.**

22 **(6) As part of national accreditation, an EPP's programs leading to educator certifica-**
23 **tion and rank change shall be reviewed through the state program review process as estab-**

1 lished in Section 17 of this administrative regulation. Twenty-four (24) months prior to the
2 scheduled on-site visit, the EPP shall submit programs for review in accordance with the
3 program review section of this administrative regulation.

4 (7) Prior to the scheduled on-site evaluation visit, EPSB staff shall participate in the pre-
5 visit to the institution to serve as a state consultant to the national chair.

6 (8) At least one (1) EPSB staff member shall be assigned as support staff and liaison dur-
7 ing the national accreditation visit and one (1) state representative trained in the standards
8 of the national accreditor shall serve as a member of the site visit team.

9 (9) To maintain continuing national accreditation, the EPP shall follow the cycle and
10 timelines established by the national accreditor.

11 Section 5. Emergency Authorization to Operate (EAO). If a Kentucky EPP seeks initial
12 or continuing national accreditation from a national accreditor approved by the EPSB and
13 is denied accreditation, the EPP may apply for an EAO.

14 (2) An EAO allows the EPP to temporarily operate for one (1) year or two (2) academic
15 terms.

16 (3) The EPP cannot admit new candidates during the EAO period.

17 (4) The application for an EAO shall be made from the EPP to the EPSB within five (5)
18 business days of the date of the official notification by the national accreditor that the EPP
19 was denied national accreditation.

20 (5) The EPSB staff will conduct a technical visit to the EPP within ten (10) business days
21 of receipt of the request for EAO.

22 (6) The EPP shall submit a Corrective Action Plan (CAP) addressing all identified defi-
23 ciencies from their national accreditation within fifteen (15) calendar days following the

1 technical visit.

2 (7) The CAP will be reviewed by the Accreditation Audit Committee for recommenda-
3 tion to the EPSB for state accreditation, state accreditation with conditions, state accredita-
4 tion with probation, or denial.

5 (8) The EPSB shall review the recommendation from the Accreditation Audit Commit-
6 tee at the next EPSB meeting and make the determination to grant the EPP state accredita-
7 tion, state accreditation with conditions, state accreditation with probation or deny accredi-
8 tation.

9 Section 6. State Accreditation. (1)EPPs seeking first or continuing state accreditation are
10 on a seven-year review cycle.

11 (2) If an EPP held national accreditation prior, but now seeks state accreditation, the
12 EPP would be reviewed for state accreditation in the same year as their previous national
13 cycle.

14 (3) Twenty-four (24) months prior to the scheduled on-site visit, the EPP shall submit
15 programs for review in accordance with Section 18 of this administrative regulation.

16 (4) Nine (9) months prior to the on-site visit the EPP shall submit a self-study document
17 and supporting evidence that address the state accreditation standards.

18 (5) Assigned accreditation reviewers shall conduct an offsite review of the self-study and
19 supporting evidence and produce a Formative Feedback Report to the EPP.

20 [~~Section 4. Schedule and Communications. (1) The EPSB shall send an accreditation and pro-~~
21 ~~gram approval schedule to each educator preparation institution no later than August 1 of each~~
22 ~~year. The first accreditation cycle shall provide for an on-site continuing accreditation visit at a~~
23 ~~five (5) year interval. The regular accreditation cycle shall provide for an on-site continuing ac-~~

1 accreditation visit at a seven (7) year interval.

2 —(2) The accreditation and program approval schedule shall be directed to the official designat-
3 ed by the institution as the head of the educator preparation unit with a copy to the president. The
4 head of the educator preparation unit shall disseminate the information to administrative units
5 within the institution, including the appropriate college, school, department, and office.

6 —(3) The EPSB shall annually place a two (2) year schedule of on-site accreditation visits for a
7 Kentucky institution in the agenda materials and minutes of an EPSB business meeting.

8 —(4) The EPSB shall coordinate dates for a joint state and NCATE accreditation on-site visit.

9 —(5) At least six (6) months prior to a scheduled on-site visit, an institution seeking NCATE or
10 state accreditation shall give public notice of the upcoming visit.

11 —(6) The governance unit for educator preparation shall be responsible for the preparation nec-
12 essary to comply with the requirements for timely submission of materials for accreditation and
13 program approval as established in this administrative regulation.

14 Section 5. Annual Reports. (1)(a) Each institution shall report annually to the EPSB to pro-
15 vide data about:

16 —1. Faculty and students in each approved program;

17 —2. Progress made in addressing areas for improvement identified by its last accreditation eval-
18 uation; and

19 —3. Major program developments in each NCATE standard.

20 —(b)1. An institution seeking accreditation from NCATE and EPSB shall complete the Profes-
21 sional Educator Data System (PEDS) sponsored by AACTE and NCATE and located online at
22 <http://www.aacte.org>. After the PEDS is submitted electronically, the institution shall print a copy
23 of the completed report and mail it to the EPSB at 100 Airport Road, Frankfort, Kentucky 40601.

1 —2. An institution seeking state-only accreditation shall complete the Annual State-Only Insti-
2 tutional Data Report online at <http://www.kyepsb.net/teacherprep/index.asp> and submit it elec-
3 tronically to the division contact through the EPSB Web site.

4 —(2)(a) The EPSB shall review each institution's annual report to monitor the capacity of a unit
5 to continue a program of high quality.

6 —(b) The EPSB may pursue action against the unit based on data received in this report.

7 —(3) The Accreditation Audit Committee shall submit a biennial report, based on data submit-
8 ted in the annual reports, to the unit head in preparation for an on-site accreditation visit.

9 Section 6. Content Program Review Committee. (1)(a) The EPSB shall appoint and train a
10 content program review committee in each of the certificate areas to provide content area exper-
11 tise to EPSB staff and the Reading Committee.

12 —(b) Nominations for the content program review committees shall be solicited from the educa-
13 tion constituent groups listed in Section 13 of this administrative regulation.

14 —(2)(a) A content program review committee shall review an educator preparation program to
15 establish congruence of the program with standards of nationally recognized specialty program
16 associations and appropriate state performance standards.

17 —(b) A content program review committee shall examine program content and faculty exper-
18 tise.

19 —(3) A content program review committee shall submit written comments to EPSB staff and
20 the Reading Committee for use in the program approval process.

21 —(4) A content program review committee shall not make any determination or decision regard-
22 ing the approval or denial of a program.

23 Section 7. Continuous Assessment Review Committee. (1) The EPSB shall appoint and train

1 a Continuous Assessment Review Committee to be comprised of P-12 and postsecondary faculty
2 who have special expertise in the field of assessment.

3 ~~—(2) The Continuous Assessment Review Committee shall conduct a preliminary review of~~
4 ~~each institution's continuous assessment plan.~~

5 ~~—(3) The Continuous Assessment Review Committee shall meet in the spring and fall semesters~~
6 ~~of each year to analyze the continuous assessment plan for those institutions that are within one~~
7 ~~(1) year of their on-site visit.~~

8 ~~—(4) The Continuous Assessment Review Committee shall provide technical assistance to re-~~
9 ~~questing institutions in the design, development, and implementation of the continuous assess-~~
10 ~~ment plan.~~

11 ~~—Section 8. Reading Committee. (1) The EPSB shall appoint and train a Reading Committee~~
12 ~~representative of the constituent groups to the EPSB.~~

13 ~~—(2) The Reading Committee shall conduct a preliminary review of accreditation materials, an-~~
14 ~~ual reports, and program review documents from an educator preparation institution for ade-~~
15 ~~quacy, timeliness, and conformity with the corresponding standards.~~

16 ~~—(3) For first accreditation, the Reading Committee shall:~~

17 ~~—(a) Review the preconditions documents prepared by the institution; and~~

18 ~~—(b) Send to the EPSB a preconditions report indicating whether a precondition has been satis-~~
19 ~~fied by documentation. If a precondition has not been met, the institution shall be asked to revise~~
20 ~~or send additional documentation. A preconditions report stating that the preconditions have~~
21 ~~been met shall be inserted into the first section of the institutional report.~~

22 ~~—(4) For continuing accreditation and program approval, the Reading Committee shall:~~

23 ~~—(a) Determine that a submitted material meets requirements;~~

1 ~~—(b) Ask that EPSB staff resolve with the institution a discrepancy or omission in the report or~~
2 ~~program;~~

3 ~~—(c) Refer an unresolved discrepancy or omission to the on-site accreditation team for resolu-~~
4 ~~tion; or~~

5 ~~—(d) Recommend that the evaluation and approval process be terminated as a result of a severe~~
6 ~~deficiency in the submitted material.~~

7 ~~—(5) The EPSB shall discuss a recommendation for termination with the originating institution.~~
8 ~~The institution may submit a written response which shall be presented, with the Reading Com-~~
9 ~~mittee comments and written accreditation and program, by EPSB staff for recommendation to~~
10 ~~the full EPSB.~~

11 ~~—Section 9. Preconditions for First Unit Accreditation. (1) Eighteen (18) months prior to the~~
12 ~~scheduled on-site visit of the evaluation team, the educator preparation institution shall submit~~
13 ~~information to the EPSB, and to NCATE if appropriate, documenting the fulfillment of the pre-~~
14 ~~conditions for the accreditation of the educator preparation unit, as established in subsection (2)~~
15 ~~of this section.~~

16 ~~—(2) As a precondition for experiencing an on-site first evaluation for educator preparation, the~~
17 ~~institution shall present documentation to show that the following conditions are satisfied:~~

18 ~~—(a) Precondition Number 1. The institution recognizes and identifies a professional education~~
19 ~~unit that has responsibility and authority for the preparation of teachers and other professional~~
20 ~~education personnel. Required documentation shall include:~~

21 ~~—1. A letter from the institution's chief executive officer that designates the unit as having pri-~~
22 ~~mary authority and responsibility for professional education programs;~~

23 ~~—2. A chart or narrative that lists all professional education programs offered by the institution,~~

1 including any nontraditional and alternative programs. The chart or narrative report shall depict:

2 —a. The degree or award levels for each program;

3 —b. The administrative location for each program; and

4 —c. The structure or structures through which the unit implements its oversight of all programs;

5 —3. If the unit's offerings include off campus programs, a separate chart or narrative as de-

6 scribed in subparagraph 2 of this paragraph, prepared for each location at which off-campus pro-

7 grams are geographically located; and

8 —4. An organizational chart of the institution that depicts the professional education unit and

9 indicates the unit's relationship to other administrative units within the college or university.

10 —(b) Precondition Number 2. A dean, director, or chair is officially designated as head of the

11 unit and is assigned the authority and responsibility for its overall administration and operation.

12 The institution shall submit a job description for the head of the professional education unit.

13 —(c) Precondition Number 3. Written policies and procedures guide the operations of the unit.

14 Required documentation shall include cover page and table of contents for codified policies, by-

15 laws, procedures, and student handbooks.

16 —(d) Precondition Number 4. The unit has a well-developed conceptual framework that estab-

17 lishes the shared vision for a unit's efforts in preparing educators to work in P-12 schools and

18 provides direction for programs, courses, teaching, candidate performance, scholarship, service,

19 and unit accountability. Required documentation shall include:

20 —1. The vision and mission of the institution and the unit;

21 —2. The unit's philosophy, purposes, and goals;

22 —3. Knowledge bases including theories, research, the wisdom of practice, and education poli-

23 cies, that inform the unit's conceptual framework;

1 —4. Candidate proficiencies aligned with the expectations in professional, state, and institution-
2 al standards; and

3 —5. A description of the system by which the candidate proficiencies described are regularly as-
4 sessed.

5 —(e) Precondition Number 5. The unit regularly monitors and evaluates its operations, the
6 quality of its offerings, the performance of candidates, and the effectiveness of its graduates. Re-
7 quired documentation shall include a description of the unit's assessment and data collection sys-
8 tems that support unit responses to Standards 1 and 2 established in Section 2(2)(b)1 and 2 of
9 this administrative regulation.

10 —(f) Precondition Number 6. The unit has published criteria for admission to and exit from all
11 initial teacher preparation and advanced programs and can provide summary reports of candidate
12 performance at exit. Required documentation shall include:

13 —1. A photocopy of published documentation (e.g., from a catalog, student teaching handbook,
14 application form, or Web page) listing the basic requirements for entry to, retention in, and com-
15 pletion of professional education programs offered by the institution, including any nontradition-
16 al, alternative or off-campus programs; and

17 —2. A brief summary of candidate performance on assessments conducted for admission into
18 programs and exit from them. This summary shall include:

19 —a. The portion of Title II documentation related to candidate admission and completion that
20 was prepared for the state; and

21 —b. A compilation of results on the unit's own assessments.

22 —(g) Precondition Number 7. The unit's programs are approved by the appropriate state agency
23 or agencies and the unit's summary pass rate meets or exceeds the required state pass rate of

1 eighty (80) percent. Required documentation shall include:

2 —1. The most recent approval letters from the EPSB and CPE, including or appended by a list
3 of approved programs. If any program is not approved, the unit shall provide a statement that it is
4 not currently accepting new applicants into the nonapproved program or programs. For programs
5 that are approved with qualifications or are pending approval, the unit shall describe how it will
6 bring the program or programs into compliance; and

7 —2. Documentation submitted to the state for Title II, indicating that the unit's summary pass
8 rate on state licensure examinations meets or exceeds the required state pass rate of eighty (80)
9 percent. If the required state pass rate is not evident on this documentation, it shall be provided
10 on a separate page.

11 —(h) Precondition Number 8. If the institution has chosen to pursue dual accreditation from
12 both the state and NCATE and receive national recognition for a program or programs, the insti-
13 tution shall submit its programs for both state and national review.

14 —(i) Precondition Number 9. The institution is accredited, without probation or an equivalent
15 status, by the appropriate regional institutional accrediting agency recognized by the U.S. De-
16 partment of Education. Required documentation shall include a copy of the current regional ac-
17 creditation letter or report that indicates institutional accreditation status.

18 —Section 10. Institutional Report. (1) For a first accreditation visit, the educator preparation
19 unit shall submit, two (2) months prior to the scheduled on-site visit, a written narrative describ-
20 ing the unit's conceptual framework and evidence that demonstrates the six (6) standards are
21 met. The written narrative may be supplemented by a chart, graph, diagram, table, or other simi-
22 lar means of presenting information. The institutional report, including appendices, shall not ex-
23 ceed 100 pages in length. The report shall be submitted to the EPSB and to NCATE, if appropri-

1 ate.

2 ~~—(2) For a continuing accreditation visit, the educator preparation unit shall submit, two (2)~~
3 ~~months prior to the scheduled on-site visit, a report not to exceed 100 pages addressing changes~~
4 ~~at the institution that have occurred since the last accreditation visit, a description of the unit's~~
5 ~~conceptual framework, and evidence that demonstrates that the six (6) standards are met. The~~
6 ~~narrative shall describe how changes relate to an accreditation standard and the results of the~~
7 ~~continuous assessment process, including program evaluation. The report shall be submitted to~~
8 ~~the EPSB and to NCATE, if appropriate.~~

9 ~~Section 11. Program Review Documents. Eighteen (18) months for first accreditation and~~
10 ~~twelve (12) months for continuing accreditation in advance of the scheduled on-site evaluation~~
11 ~~visit, the educator preparation unit shall prepare and submit to the EPSB for each separate pro-~~
12 ~~gram of educator preparation for which the institution is seeking approval a concise description~~
13 ~~which shall provide the following information:~~

14 ~~—(1) The unit's conceptual framework for the preparation of school personnel which includes:~~

15 ~~—(a) The mission of the institution and unit;~~

16 ~~—(b) The unit's philosophy, purposes, professional commitments, and dispositions;~~

17 ~~—(c) Knowledge bases, including theories, research, the wisdom of practice, and education pol-~~
18 ~~icies;~~

19 ~~—(d) Performance expectations for candidates, aligning the expectations with professional,~~
20 ~~state, and institutional standards; and~~

21 ~~—(e) The system by which candidate performance is regularly assessed;~~

22 ~~—(2) The unit's continuous assessment plan that provides:~~

23 ~~—(a) An overview of how the unit will implement continuous assessment to assure support and~~

1 integration of the unit's conceptual framework;

2 —(b) Each candidate's mastery of content prior to exit from the program, incorporating the as-

3 sessment of the appropriate performance standards;

4 —(c) Assessment of the program that includes specific procedures used to provide feedback and

5 make recommendations to the program and unit; and

6 —(d) A monitoring plan for candidates from admission to exit;

7 —(3) Program experiences including the relationship among the program's courses and experi-

8 ences, content standards of the relevant national specialty program associations (e.g., National

9 Council of Teachers of Mathematics, National Council for the Social Studies, The Council for

10 Exceptional Children, North American Association for Environmental Education, etc.), student

11 academic expectations as established in 703 KAR 4:060, and relevant state performance stand-

12 ards established in 16 KAR 1:010 or incorporated by reference into this administrative regulation

13 including:

14 —(a) NCATE Unit Standards established in Section 2(2)(b) of this administrative regulation;

15 —(b) Kentucky's Safety Educator Standards for Preparation and Certification;

16 —(c) National Association of School Psychologists, Standards for School Psychology Training

17 Programs, Field Placement Programs, Credentialing Standards; and

18 —(d) Kentucky's Standards for Guidance Counseling Programs;

19 —(4)(a) Identification of how the program integrates the unit's continuous assessment to assure

20 each candidate's mastery, prior to exit from the program, of content of the academic discipline,

21 and state performance standards as established in 16 KAR 1:010; and

22 —(b) Identification of how the program utilizes performance assessment to assure that each

23 candidate's professional growth is consistent with the Kentucky Teacher Standards as established

1 in 16 KAR 1:010;

2 —(5) A list of faculty responsible for and involved with the conduct of the specific program,
3 along with the highest degree of each, responsibilities for the program, and status of employment
4 within the unit and the university; and

5 —(6) A curriculum guide sheet or contract provided to each candidate before or at the time of
6 admittance to the program.

7 Section 12. Teacher Leader Master's Programs and Planned Fifth Year Programs for Rank II.

8 (1) All master's programs for rank change or planned fifth year program for Rank II approved or
9 accredited by the EPSB prior to May 31, 2008 shall no longer be approved or accredited as of
10 December 31, 2010.

11 —(a) Master's programs for initial certification shall be exempt from the requirements of this
12 section.

13 —(b) A master's program or planned fifth year program for Rank II approved by the EPSB prior
14 to May 31, 2008 shall cease admitting new candidates after December 31, 2010.

15 —(c) Candidates admitted to a master's program or planned fifth year program for Rank II ap-
16 proved by the EPSB prior to May 31, 2008 shall complete the program by January 31, 2013.

17 —(d) An institution of higher learning with a master's program or a planned fifth year program
18 for Rank II approved by the EPSB prior to May 31, 2008 may submit a redesigned program for
19 approval pursuant to the requirements of subsection (2) of this section beginning May 31, 2008.

20 —(e) An institution may become operational beginning January 1, 2009, if the institution:

21 —1. Submits a redesigned master's program or a planned fifth year program for Rank II for re-
22 view pursuant to the requirements of subsection (2) of this section; and

23 —2. Receives approval of the redesigned program by the EPSB pursuant to Section 22 of this

1 administrative regulation.

2 ~~—(f) 1. The EPSB shall appoint a Master’s Redesign Review Committee to conduct reviews of~~
3 ~~redesigned master’s programs and planned fifth-year programs for Rank II submitted for approv-~~
4 ~~al after May 31, 2008.~~

5 ~~—2. A master’s program or a planned fifth-year program for Rank II submitted for approval af-~~
6 ~~ter May 31, 2008 shall not be reviewed by the Continuous Assessment Review Committee, Con-~~
7 ~~tent Program Review Committee, or the Reading Committee prior to presentation to the EPSB~~
8 ~~pursuant to Section 22(2) of this administrative regulation, but shall be reviewed by the Master’s~~
9 ~~Redesign Review Committee.~~

10 ~~—3.a. After review of a master’s program or planned fifth-year program for Rank II, the Mas-~~
11 ~~ter’s Redesign Review Committee shall issue one (1) of the following recommendations to the~~
12 ~~Educational Professional Standards Board:~~

13 ~~—i. Approval;~~

14 ~~—ii. Approval with conditions; or~~

15 ~~—iii. Denial of approval.~~

16 ~~—b. The EPSB shall consider recommendations from staff and the Master’s Redesign Review~~
17 ~~Committee and shall issue a decision pursuant to Section 22(4) of this administrative regulation.~~

18 ~~—(2) Beginning May 31, 2008, the educator preparation unit shall prepare and submit to the~~
19 ~~EPSB for each separate master’s program or planned fifth-year program for Rank II for which~~
20 ~~the institution is seeking approval a concise description which shall provide the following infor-~~
21 ~~mation:~~

22 ~~—(a) Program design components which shall include the following descriptions and documen-~~
23 ~~tation of:~~

- 1 —1. The unit’s plan to collaborate with school districts to design courses, professional develop-
2 ment, and job embedded professional experiences that involve teachers at the elementary, mid-
3 dle, and secondary levels;
- 4 —2. The unit’s collaboration plan with the institution’s Arts and Science faculty to meet the ac-
5 ademic and course accessibility needs of candidates;
- 6 —3. The unit’s process to individualize a program to meet the candidate’s professional growth
7 or improvement plan;
- 8 —4. The unit’s method to incorporate interpretation and analysis of annual P-12 student
9 achievement data into the program; and
- 10 —5. The institution’s plan to facilitate direct service to the collaborating school districts by edu-
11 cation faculty members;
- 12 —(b) Program curriculum that shall include core component courses designed to prepare candi-
13 dates to:
 - 14 —1. Be leaders in their schools and districts;
 - 15 —2. Evaluate high quality research on student learning and college readiness;
 - 16 —3. Deliver differentiated instruction for P-12 students based on continuous assessment of stu-
17 dent learning and classroom management;
 - 18 —4. Gain expertise in content knowledge, as applicable;
 - 19 —5. Incorporate reflections that inform best practice in preparing P-12 students for postsecond-
20 ary opportunities;
 - 21 —6. Support P-12 student achievement in diverse settings;
 - 22 —7. Enhance instructional design utilizing the Program of Studies, Core Content for Assess-
23 ment, and college readiness standards;

- 1 —8. Provide evidence of candidate mastery of Kentucky Teacher Standards utilizing advanced
2 level performances and Specialized Professional Associations (SPA) Standards if applicable; and
3 —9. Design and conduct professionally relevant research projects; and
4 —(c) The unit's continuous assessment plan that includes, in addition to the requirements of
5 Section 11(2) of this administrative regulation:
- 6 —1. Instruments to document and evaluate candidate ability to demonstrate impact on P-12 stu-
7 dent learning;
- 8 —2. Clinical experiences and performance activities; and
9 —3. A description of a culminating performance-based assessment.
- 10 —(3)(a) A master's program for rank change approved pursuant to this section shall be known
11 as a Teacher Leader Master's Program.
- 12 —(b) Upon completion of a Teacher Leader Master's Program and recommendation of the insti-
13 tution, a candidate may apply to the EPSB for a Teacher Leader endorsement.
- 14 —(c)1. An institution with an approved Teacher Leader Master's Program may establish an en-
15 dorsement program of teacher leadership coursework for any candidate who received a Master's
16 degree at an out of state institution or who received a master's degree from a Kentucky program
17 approved prior to May 31, 2008.
- 18 —2. Upon completion of the teacher leadership course work and recommendation of the institu-
19 tion, a candidate who has received a master's degree at an out of state institution or a master's
20 degree from a Kentucky program approved prior to May 31, 2008, may apply to the EPSB for a
21 Teacher Leader endorsement.

22 Section 7[13]. Accreditation Reviewers[Board of Examiners]. (1) Accreditation Review-
23 ers[A Board of Examiners] shall be comprised of[:

1 —(a) ~~Be [recruited and appointed by the EPSB. The board shall be comprised of an equal num-~~
2 ~~ber of] representatives from three (3) constituent groups:]~~

3 ~~(a)[1.] Teacher educators;~~
4 ~~(b)[2.] P-12 teachers and administrators; and~~
5 ~~(c)[3.] State and local policymaker groups,]; and~~

6 ~~(b) Include at least thirty-six (36) members representing the following constituencies:~~

7 ~~—1. Kentucky Education Association, at least ten (10) members;~~
8 ~~—2. Kentucky Association of Colleges of Teacher Education, at least ten (10) members; and~~
9 ~~—3. At least ten (10) members nominated by as many of the following groups as may wish to~~
10 ~~submit a nomination:~~

11 ~~—a. Kentucky Association of School Administrators;~~
12 ~~—b. Persons holding positions in occupational education;~~
13 ~~—c. Kentucky Branch National Congress of Parents and Teachers;~~
14 ~~—d. Kentucky School Boards Association;~~
15 ~~—e. Kentucky Association of School Councils;~~
16 ~~—f. Kentucky Board of Education;~~
17 ~~—g. Kentucky affiliation of a national specialty program association;~~
18 ~~—h. Prichard Committee for Academic Excellence;~~
19 ~~—i. Partnership for Kentucky Schools; and~~
20 ~~—j. Subject area specialists in the Kentucky Department of Education.~~

21 ~~—(2) An appointment shall be for a period of four (4) years. A member may serve an additional~~
22 ~~term if renominated and reappointed in the manner prescribed for membership. A vacancy shall~~
23 ~~be filled by the EPSB as it occurs.~~

1 —(3) A member of the Board of Examiners and a staff member of the EPSB responsible for ed-
2 ucator preparation and approval of an educator preparation program shall be trained by NCATE
3 or trained in an NCATE-approved state program.]

4 **(2) Accreditation reviewers shall be trained on the CAEP accreditation standards.**

5 **(3)**[(4)] The EPSB staff shall select and appoint for each scheduled on-site accreditation a
6 team of **Accreditation Reviewers**[examiners] giving consideration to the number and type of
7 programs offered by the institution. [Team appointments shall be made at the beginning of the
8 academic year for each scheduled evaluation visit. A replacement shall be made as needed.

9 (5) For an institution seeking NCATE accreditation, the EPSB and NCATE shall arrange for
10 the joint Board of Examiners to co-chaired be by an NCATE appointed team member and a state
11 team chair appointed by the EPSB.

12 —(a) The joint Board of Examiners shall be composed of a majority of NCATE appointees in
13 the following proportions, respectively: NCATE and state — six (6) and five (5), five (5) and four
14 (4), four (4) and three (3), three (3) and two (2).

15 —(b) The size of the Board of Examiners shall depend upon the size of the institution and the
16 number of programs to be evaluated.

17 **(3) The**[(6) For an institution seeking state-only accreditation, the] EPSB **staff** shall identify a
18 chair **for the team**. [from a pool of trained Board of Examiners members.

19 —(7) For state-only accreditation, the Board of Examiners shall have six (6) members.

20 —(8) The EPSB shall make arrangements for the release time of a Board of Examiner member
21 from his or her place of employment for an accreditation visit.

22 —Section 14. Assembly of Records and Files for the Evaluation Team. For convenient access,
23 the institution shall assemble, or make available, records and files of written materials which

1 supplement the institutional report and which may serve as further documentation. The records
2 and files shall include:

3 (1) The faculty handbook;

4 —(2) Agenda, list of participants, and products of a meeting, workshop, or training session re-
5 lated to a curriculum and governance group impacting professional education;

6 —(3) Faculty vitae or resumes;

7 —(4) A random sample of graduates' transcripts;

8 —(5) Conceptual framework documents;

9 —(6) A curriculum program, rejoinder, or specialty group response that was submitted as a part
10 of the program review process;

11 —(7) Course syllabi;

12 —(8) Policies, criteria, and student records related to admission and retention;

13 —(9) Samples of students' portfolios and other performance assessments;

14 —(10) Record of performance assessments of candidate progress and summary of results includ-
15 ing a program change based on continuous assessment;

16 —(11) Student evaluations, including student teaching and internship performance; and

17 —(12) Data on performance of graduates, including results of state licensing examinations and
18 job placement rates.]

19 Section 8[45]. **State Accreditation** Previsit to the Institution. No later than one (1) month
20 prior to the scheduled on-site evaluation visit, the EPSB **staff and team chair** shall conduct a
21 pre-visit to the institution to make a final review of the arrangements.[For an NCATE-accredited
22 institution, the previsit shall be coordinated with NCATE.]

23 Section 9[46]. **State** On-site Accreditation Visit. (1) At least one (1) staff member of the

1 EPSB shall be assigned as support staff and liaison during the accreditation visit.

2 (2) The educator preparation institution shall reimburse a state team member for travel, lodg-
3 ing, and meals in accordance with 200 KAR 2:006. [~~A team member representing NCATE shall~~
4 ~~be reimbursed by the educator preparation institution.~~]

5 (3) The **Accreditation Reviewers**[~~evaluation team~~] shall conduct an on-site evaluation of the
6 self-study materials prepared by the institution and seek out additional information, as needed, to
7 make a determination as to whether the standards were met for the accreditation of the institu-
8 tion's educator preparation unit and for the approval of an individual educator preparation pro-
9 gram.[~~The evaluation team shall make use of the analyses prepared through the preliminary re-~~
10 ~~view process.~~]

11 (4)(a) An off-campus site **that**[~~which~~] offers a self-standing program shall require a team re-
12 view. If additional team time is required for visiting an off-campus site, the team chair, the insti-
13 tution, and the EPSB shall negotiate special arrangements.

14 (b) Off-campus programs shall be:

- 15 1. Considered as part of the unit and the unit shall be accredited, not the off-campus pro-
16 grams; and
- 17 2. Approved in accordance with Section **23**[~~28~~] of this administrative regulation.

18 (5) **Accreditation reviewers shall recommend findings on each of the accreditation**
19 **standards**[~~In a joint team, all Board of Examiners members shall vote on whether the educator~~
20 ~~preparation institution has met the six (6) NCATE standards.] A **recommenda-**
21 **tion**[~~determination~~] about each standard shall be limited to the following options:~~

22 (a) Met;

23 (b) Met, with one (1) or more defined areas for improvement; or

1 (c) Not met.

2 (6)(a) The **Accreditation Reviewers**~~[Board of Examiners]~~ shall review each program and cite
3 the areas for improvement for each, if applicable.

4 (b) The **Accreditation Reviewers**~~[Board of Examiners]~~ shall define the areas for improve-
5 ment in its report.

6 **(7) The EPP may submit within thirty (30) working days of receipt of the report a writ-**
7 **ten rejoinder that may be supplemented by materials pertinent to a conclusion found in the**
8 **evaluation report.**

9 **(a) The accreditation documentation shall be provided for review by the Accreditation**
10 **Audit Committee and EPSB.**

11 **(b) An unmet standard or area of improvement cited by the team may be recommended**
12 **for change or removal by the Accreditation Audit Committee or by the EPSB because of**
13 **evidence presented in the rejoinder.**

14 ~~[(7) The processes established in subsections (5) and (6) of this section shall be the same for~~
15 ~~first and continuing accreditation.~~

16 ~~—(8) The on-site evaluation process shall end with a brief oral report:~~

17 ~~—(a) By the NCATE team chair and state team chair for a joint state/NCATE visit; or~~

18 ~~—(b) By the state team chair for a state-only visit.~~

19 ~~—Section 17. Preparation and Distribution of the Evaluation Report. (1) For a state-only visit,~~
20 ~~the evaluation report shall be prepared and distributed as required by this subsection.~~

21 ~~—(a) The EPSB staff shall collect the written evaluation pages from each Board of Examiners~~
22 ~~member before leaving the institution.~~

23 ~~—(b) The first draft shall be typed and distributed to Board of Examiners members.~~

1 ~~—(c) A revision shall be consolidated by the Board of Examiners chair who shall send the next~~
2 ~~draft to the unit head to review for factual accuracy.~~

3 ~~—(d) The unit head shall submit written notification to the EPSB confirming receipt of the draft.~~

4 ~~—(e) The unit head shall submit to the EPSB and Board of Examiners chair within ten (10)~~
5 ~~working days either:~~

6 ~~—1. A written correction to the factual information contained in the report; or~~
7 ~~—2. Written notification that the unit head has reviewed the draft and found no factual errors.~~

8 ~~—(f) The Board of Examiners chair shall submit the final report to the EPSB and a copy to each~~
9 ~~member of the Board of Examiners.~~

10 ~~—(g) The final report shall be printed by the EPSB and sent to the institution and to the Board of~~
11 ~~Examiners members within thirty (30) to sixty (60) working days of the conclusion of the on-site~~
12 ~~visit.~~

13 ~~—(2) For a joint state/NCATE visit, the evaluation report shall be prepared and distributed as~~
14 ~~required by this subsection.~~

15 ~~—(a) The NCATE chair shall be responsible for the preparation, editing and corrections to the~~
16 ~~NCATE report.~~

17 ~~—(b) The state chair shall be responsible for the preparation, editing and corrections of the state~~
18 ~~report in the same manner established in subsection (1) of this section for a state-only visit.~~

19 ~~—(c) The EPSB Board of Examiners report for state/NCATE continuing accreditation visits~~
20 ~~shall be prepared in accordance with the format prescribed by NCATE for State/NCATE ac-~~
21 ~~creditation visits and available on its Web site at <http://www.ncate.org/boe/boeResources.asp>.~~

22 ~~—Section 18. Institutional Response to the Evaluation Report. (1)(a) The institution shall~~
23 ~~acknowledge receipt of the evaluation report within thirty (30) working days of receipt of the re-~~

1 port.

2 ~~—(b) If desired, the institution shall submit within thirty (30) working days of receipt of the re-~~
3 ~~port a written rejoinder to the report which may be supplemented by materials pertinent to a con-~~
4 ~~clusion found in the evaluation report.~~

5 ~~—(c) The rejoinder and the Board of Examiners report shall be the primary documents reviewed~~
6 ~~by the Accreditation Audit Committee and EPSB.~~

7 ~~—(d) An unmet standard or area of improvement statement cited by the team may be recom-~~
8 ~~mended for change or removal by the Accreditation Audit Committee or by the EPSB because of~~
9 ~~evidence presented in the rejoinder. The Accreditation Audit Committee or the EPSB shall not~~
10 ~~be bound by the Board of Examiners decision and may reach a conclusion different from the~~
11 ~~Board of Examiners or NCATE.~~

12 ~~—(2) If a follow up report is prescribed through accreditation with conditions, the institution~~
13 ~~shall follow the instructions that are provided with the follow up report.~~

14 ~~—(3) If the institution chooses to appeal a part of the evaluation results, the procedure estab-~~
15 ~~lished in Section 24 of this administrative regulation shall be followed.~~

16 ~~—(4) The institution shall make an annual report relating to the unit for educator preparation and~~
17 ~~relating to the programs of preparation as required by Section 5 of this administrative regulation.~~

18 Section 10~~[19]~~. Accreditation Audit Committee. (1) The Accreditation Audit Committee shall
19 be a committee of the EPSB, and shall report to the full EPSB. The EPSB shall appoint the Ac-
20 creditation Audit Committee as follows:

21 (a) One (1) lay member;

22 (b) One (1) classroom teacher~~], appointed from nominees provided by the Kentucky Educa-~~
23 ~~tion Association];~~

1 (c) Four (4) **EPP**~~[teacher education]~~ representatives, two (s) from a state-supported institution
2 and two (2) from an independent educator preparation institution, appointed from nominees pro-
3 vided by the Kentucky Association of Colleges for Teacher Education; and

4 (d) One (1) school administrator [~~appointed from nominees provided by the Kentucky Asso-~~
5 ~~ciation of School Administrators.~~]

6 (2) The **chair**~~[chairperson]~~ of the EPSB shall designate a member of the Accreditation Audit
7 Committee to serve as its **chair**~~[chairperson]~~.

8 (3) An appointment shall be for a period of four (4) years except that three (3) of the initial
9 appointments shall be for a two (2) year term. A member may serve an additional term if renom-
10 inated and reappointed in the manner established for membership. A vacancy shall be filled as it
11 occurs in a manner consistent with the provisions for initial appointment.

12 [~~(4) A member of the Accreditation Audit Committee shall be trained by NCATE or in~~
13 ~~NCATE-approved training.~~]

14 **(4)**~~(5)~~ Following an on-site accreditation visit, the Accreditation Audit Committee shall re-
15 view the reports and materials constituting an institutional self-study, the report of the **accredita-**
16 **tion reviewers**~~[evaluation team]~~, and the institutional response to the evaluation report. The
17 committee shall then prepare a recommendation for consideration by the EPSB.

18 (a) The committee shall review procedures of the **Accreditation Reviewers**~~[Board of Exam-~~
19 ~~iners]~~ to determine whether approved accreditation guidelines were followed.

20 (b) For each institution, the committee shall make a recommendation with respect to the ac-
21 creditation of the institutional unit for educator preparation as well as for approval of the indi-
22 vidual programs of preparation.

23 (c) For first accreditation, one (1) of four (4) recommendations shall be made:

- 1 1. Accreditation;
- 2 2. Provisional accreditation **with conditions**;
- 3 3. **Provisional Accreditation with probation**~~[Denial of accreditation]~~; or
- 4 4. **Denial**~~[Revocation]~~ of accreditation.

5 (d) For regular continuing accreditation, one (1) of four (4) recommendations shall be made:

- 6 1. Accreditation;
- 7 2. Accreditation with conditions;
- 8 3. Accreditation with probation; or
- 9 4. Revocation of accreditation.

10 ~~[(6) For both first and continuing accreditation, the Accreditation Audit Committee shall re-~~
11 ~~view each program report including a report from the Reading Committee, Board of Examiners~~
12 ~~team, and institutional response and shall make one (1) of three (3) recommendations for each~~
13 ~~individual preparation program to the EPSB:~~

- 14 ~~—(a) Approval;~~
- 15 ~~—(b) Approval with conditions; or~~
- 16 ~~—(c) Denial of approval.]~~

17 **(5) The Accreditation Reviewers**~~[(7) The Board of Examiners] Team Chair may write a sep-~~
18 ~~arate response to the recommendation of the Accreditation Audit **Committee**~~~~[Committee's] if~~
19 ~~the Accreditation Audit **Committee's**~~~~[Committee] decision differs from the **Accreditation Re-**~~
20 ~~**viewer's**~~~~[Board of Examiners'] evaluation report.~~

21 ~~[(8) The Accreditation Audit Committee shall compile accreditation data and information for~~
22 ~~each Kentucky institution that prepares school personnel. It shall prepare for the EPSB reports~~
23 ~~and recommendations regarding accreditation standards and procedures as needed to improve the~~

1 ~~accreditation process and the preparation of school personnel.]~~

2 Section **11**[20]. Official State Accreditation Action by the **EPSB**[~~Education Professional~~
3 ~~Standards Board~~]. (1) A recommendation from the Accreditation Audit Committee shall be pre-
4 sented to the full EPSB.

5 (2) The EPSB shall consider the findings and recommendations of the Accreditation Audit
6 Committee and make a final determination regarding the state accreditation of the **EPP**[~~educator~~
7 ~~preparation unit~~].

8 (3) Decision options following a first accreditation visit shall be "accreditation", "provisional
9 accreditation **with conditions**", "**provisional accreditation with probation**", or "denial of ac-
10 creditation"~~[, or "revocation of accreditation"]~~.

11 (a) Accreditation.

12 1. This accreditation decision indicates that the **EPP**[unit] meets each of the [~~six (6) NCATE~~]
13 standards for [unit] accreditation. Areas for improvement may be cited, indicating problems war-
14 ranting the institution's attention. In its subsequent annual reports, the **educator prepara-**
15 **tion**[~~professional education~~] unit shall be expected to describe progress made in addressing the
16 areas for improvement cited in the EPSB's action report.

17 2. The next on-site visit shall be scheduled **seven**[~~five (5)~~] years following the semester of the
18 visit.

19 (b) Provisional accreditation with conditions.

20 1. This accreditation decision indicates that the **EPP**[unit] has **three (3) or more areas for**
21 **improvement within one (1) standard or multiple areas for improvement across multiple**
22 **standards**.~~[not met one (1) or more of the NCATE standards.]~~ The **EPP**[unit] has accredited sta-
23 tus but shall satisfy **conditions**[provisions] by **providing evidence of addressing each area for**

1 **improvement**~~[meeting each previously unmet standard]~~. **The** EPSB shall require submission of
2 documentation that addresses the **areas for improvement**~~[unmet standard or standards]~~ within
3 six (6) months of the accreditation decision. **Following the review of the documentation, the**
4 **EPSB shall decide to**~~], or shall schedule a visit focused on the unmet standard or standards with-~~
5 ~~in two (2) years of the semester that the provisional accreditation decision was granted. If the~~
6 ~~EPSB decides to require submission of documentation, the institution may choose to waive that~~
7 ~~option in favor of the focused visit within two (2) years. Following the focused visit, the EPSB~~
8 ~~shall decide to:~~

9 a. Accredit; [or]

10 **b. Provisionally accredit with probation; or**

11 **c. Deny accreditation.**

12 ~~[b. Revoke accreditation.]~~

13 2. If the **EPP**~~[unit]~~ is accredited, the next on-site visit shall be scheduled for **seven (7)**~~[five~~
14 ~~(5)]~~ years following the semester of the first accreditation visit.

15 **(c) Provisional Accreditation with Probation.**

16 **1. This accreditation decision indicates that the EPP has not met one (1) or more of the**
17 **accreditation standards. The EPP has accredited status but is on probation. The EPP shall**
18 **schedule an on-site visit within two (2) years of the semester in which the provisional pro-**
19 **bationary decision was rendered. The EPP as part of this visit shall address the unmet**
20 **standard and the identified areas for improvement. Following the on-site review, the EPSB**
21 **shall decide to:**

22 **(a) Accredit; or**

23 **(b) Deny accreditation.**

1 **2. If the EPP is accredited, the next on-site visit shall be scheduled for seven (7) years**
2 **following the semester of the first accreditation visit.**

3 ~~(d)~~[(e)] Denial of accreditation.

4 **1.** This accreditation decision indicates that the **EPP[unit]** does not meet **two (2)**~~one (1)~~ or
5 more of the [NCATE] standards, and has pervasive problems that limit its capacity to offer quali-
6 ty programs that adequately prepare candidates.

7 ~~[(d) Revocation of accreditation. This accreditation decision indicates that the unit has not~~
8 ~~sufficiently addressed the unmet standard or standards following a focused visit.]~~

9 (4) Decision options following a continuing accreditation visit shall be "accreditation", "ac-
10 creditation with conditions", "accreditation with probation", or "revocation of accreditation".

11 (a) Accreditation.

12 1. This accreditation decision indicates that the **EPP[unit]** meets each of the ~~[six (6) NCATE]~~
13 standards for [unit] accreditation. Areas for improvement may be cited, indicating problems war-
14 ranting the **EPPs[institution's]** attention. In its subsequent annual reports, the **EPP[professional**
15 **education unit]** shall ~~[be expected to]~~ describe progress made in addressing the areas for im-
16 provement cited in EPSB's action report.

17 2. The next on-site visit shall be scheduled for seven (7) years following the semester of the
18 visit.

19 (b) Accreditation with conditions.

20 1. This accreditation decision indicates that the **EPP[unit]** **has met all standards, but has**
21 **three (3) or more areas of improvement within**~~[not met]~~ one (1) **standard or multiple areas**
22 **for improvement across multiple accreditation**~~[or more of the NCATE]~~ standards. If the
23 EPSB renders this decision, the **EPP[unit]** shall maintain its accredited status, but shall satisfy

1 conditions by **addressing each area for improvement in a written report**~~[meeting previously~~
2 ~~unmet standards]~~. EPSB shall require submission of documentation that addresses the **areas for**
3 **improvement**~~[unmet standard or standards]~~ within six (6) months of the decision to accredit
4 with conditions~~[, or shall schedule a visit focused on the unmet standard or standards within two~~
5 ~~(2) years of the semester that the accreditation with conditions decision was granted. If the EPSB~~
6 ~~decides to require submission of documentation, the institution may choose to waive that option~~
7 ~~in favor of the focused visit within two (2) years]~~. Following the **review of the documenta-**
8 **tion**~~[focused visit]~~, the EPSB shall decide to:

9 a. Continue accreditation; ~~[or]~~

10 **b. Continue accreditation with probation; or**

11 **c.**~~[b.]~~ Revoke accreditation.

12 2. If the EPSB renders the decision to continue accreditation, the next on-site visit shall be
13 scheduled for seven (7) years following the semester in which the continuing accreditation visit
14 occurred.

15 (c) Accreditation with probation.

16 1. This accreditation decision indicates that the **EPP**~~[unit]~~ has not met one (1) or more of the
17 **accreditation**~~[NCATE]~~ standards and has pervasive problems that limit its capacity to offer
18 quality programs that adequately prepare candidates. As a result of the continuing accreditation
19 review, the EPSB has determined that areas for improvement with respect to standards may place
20 an institution's accreditation in jeopardy if left uncorrected. The **EPP**~~[institution]~~ shall schedule
21 an on-site visit within two (2) years of the semester in which the probationary decision was ren-
22 dered. **The EPSB Staff shall schedule a visit focused on the unmet standard or standards**
23 **within two (2) years of the semester that the accreditation with probation decision was**

1 **granted.**~~[This visit shall mirror the process for first accreditation. The unit as part of this visit~~
2 ~~shall address all NCATE standards in effect at the time of the probationary review at the two (2)~~
3 ~~year point.]~~ Following the on-site review, the EPSB shall decide to:

4 a. Continue accreditation; or

5 b. Revoke accreditation.

6 2. If accreditation is continued, the next on-site visit shall be scheduled for **seven (7)**~~[five (5)]~~
7 years after the semester of the **continuing accreditation**~~[probationary]~~ visit.

8 (d) Revocation of accreditation. **This decision follows a probationary**~~[Following a compre-~~
9 ~~hensive site] visit~~ **and**~~[that occurs as a result of an EPSB decision to accredit with probation or to~~
10 ~~accredit with conditions, this accreditation decision]~~ indicates that the **EPP**~~[unit]~~ does not meet
11 one (1) or more of the **accreditation**~~[NCATE]~~ standards, and has pervasive problems that limit
12 its capacity to offer quality programs that adequately prepare candidates. Accreditation shall be
13 revoked if the unit:

14 1. No longer meets **requirements of**~~[preconditions to]~~ accreditation, such as loss of state
15 **program** approval, national accreditation for educator preparation, or **insitutional**~~[regional]~~
16 accreditation;

17 2. Misrepresents its accreditation status to the public;

18 3. Falsely reports data or plagiarized information submitted for accreditation **and program**
19 **review** purposes; or

20 4. Fails to submit annual reports or other documents required for accreditation **and program**
21 **review.**

22 (5) Notification of **the** EPSB action to revoke continuing accreditation or deny first accredita-
23 tion~~[, including failure to remove conditions,]~~ shall include notice that:

1 (a) The EPP[institution] shall inform candidates[students] currently admitted to a certifica-
2 tion or rank program of the following:

3 1. A candidate[student] recommended for certification or advancement in rank within the
4 twelve (12) months immediately following the denial or revocation of state accreditation and
5 who applies to the EPSB within the fifteen (15) months immediately following the denial or rev-
6 ocation of state accreditation shall receive the certificate or advancement in rank; and

7 2. A candidate[student] who does not meet the criteria established in subparagraph 1 of this
8 paragraph shall transfer to an EPSB[a state] accredited EPP[education preparation unit] in order
9 to receive the certificate or advancement in rank.~~;~~~~and]~~

10 (b) An institution for which the EPSB has denied or revoked accreditation may[shall] seek
11 national or state accreditation. For state accreditation, the ~~through completion of the first ac-~~
12 ~~creditation process. The]~~ on-site accreditation visit shall be scheduled by the EPSB no earlier
13 than two (2) years following the EPSB action to revoke or deny state accreditation. During this
14 two (2) year period, candidates may not be admitted to any educator preparation program.

15 Section 12[24]. Revocation for Cause. (1) If an area of concern or an allegation of misconduct
16 arises ~~in~~ between accreditation visits, staff shall bring a complaint to the EPSB for initial re-
17 view.

18 (2) After review of the allegations in the complaint, the EPSB may change the accreditation
19 status of the EPP or refer the matter to the Accreditation Audit Committee for further investiga-
20 tion.

21 (3)(a) Notice of the EPSB's decision to refer the matter and the complaint shall be sent to the
22 EPP[institution.]

23 (b) Within thirty (30) days of receipt of the complaint, the EPP[institution] shall respond to

1 the allegations in writing and provide evidence pertaining to the allegations in the complaint to
2 the EPSB.

3 (4)(a) The Accreditation Audit Committee shall review any evidence supporting the allega-
4 tions and any information provided by the EPP[institution].

5 (b) Upon completion of the review, the Accreditation Audit Committee shall issue a report
6 containing one (1) of the following four (4) recommendations to the EPSB:

- 7 1. Accreditation;
- 8 2. Accreditation with conditions;
- 9 3. Accreditation with probation; or
- 10 4. Revocation of accreditation.

11 (5) The EPP[institution] shall receive a copy of the Accreditation Audit Committee’s report
12 and may file a response to the Accreditation Audit Committee’s recommendation.

13 (6)(a) The recommendation from the Accreditation Audit Committee and the
14 EPP’s[institution’s] response shall be presented to the EPSB.

15 (b) The EPSB shall consider the findings and recommendations of the Accreditation Audit
16 Committee and make a final determination regarding the accreditation of the EPP[educator
17 preparation unit].

18 ~~[Section 22. Program Approval Action Outside the First or Regular Continuing Accreditation~~
19 ~~Cycle. (1) Approval of a program shall be through the program process established in Section 11~~
20 ~~of this administrative regulation except that a new program not submitted during the regular ac-~~
21 ~~creditation cycle or a program substantially revised since submission during the accreditation~~
22 ~~process shall be submitted for approval by the EPSB prior to admission of a student to the pro-~~
23 ~~gram.~~

1 —(2) For a new or substantially revised program, the EPSB shall consider a recommendation by
2 staff, including review by the Continuous Assessment Review Committee, Content Program Re-
3 view Committee, and the Reading Committee.

4 —(3) A recommendation made pursuant to subsection (2) of this section shall be presented to
5 the full EPSB.

6 —(4) Program approval decision options shall be:

7 —(a) Approval, with the next review scheduled during the regular accreditation cycle unless a
8 subsequent substantial revision is made;

9 —(b) Approval with conditions, with a maximum of one (1) year probationary extension for cor-
10 rection of a specified problem to be documented through written materials or through an on-site
11 visit. At the end of the extension, the EPSB shall decide that the documentation supports:

12 —1. Approval; or

13 —2. Denial of approval; or

14 —(c) Denial of approval, indicating that a serious problem exists which jeopardizes the quality
15 of preparation of school personnel.

16 —(5) The EPSB shall order a review of a program if it has cause to believe that the quality of
17 preparation is seriously jeopardized. The review shall be conducted under the criteria and proce-
18 dures established in the EPSB "Emergency Review of Certification Programs Procedure" policy
19 incorporated by reference. The on-site review shall be conducted by EPSB staff and a Board of
20 Examiners team. The review shall result in a report to which the institution may respond. The re-
21 view report and institutional response shall be used by the Executive Director of the EPSB as the
22 basis for a recommendation to the full EPSB for:

23 —(a) Approval;

- 1 —(b) Approval with conditions; or
- 2 —(c) Denial of approval for the program.
- 3 —(6) If the EPSB denies approval of a program, the institution shall notify each student current-
- 4 ly admitted to that program of the EPSB action. The notice shall include the following infor-
- 5 mation:
- 6 —(a) A student recommended for certification or advancement in rank within the twelve (12)
- 7 months immediately following the denial of state approval and who applies to the EPSB within
- 8 the fifteen (15) months immediately following the denial of state approval shall receive the certi-
- 9 fication or advancement in rank; and
- 10 —(b) A student who does not meet the criteria established in paragraph (a) of this subsection
- 11 shall transfer to a state approved program in order to receive the certificate or advancement in
- 12 rank.]

13 Section **13**[23]. Public Disclosure. (1) After **an accreditation and**[a unit or] program approv-

14 al decision becomes final, the EPSB shall prepare official notice of the action. The disclosure no-

15 tice shall include the essential information provided in the official letter to the institution, includ-

16 ing the decision on accreditation, program approval, standards not met, program areas for im-

17 provement, and dates of official action.

18 (2) The public disclosure shall be entered into the minutes of the **EPSB**[board] for the meet-

19 ing in which the official action was taken by the EPSB.

20 [(3) Thirty (30) days after the institution has received official notification of EPSB action, the

21 EPSB shall on request provide a copy of the public disclosure notice to the Kentucky Education

22 Association, the Council on Postsecondary Education, the Association of Independent Kentucky

23 Colleges and Universities or other organizations or individuals.]

1 Section ~~14~~[24]. Appeals Process. (1) If an institution seeks appeal of a decision, the institution
2 shall appeal within thirty (30) days of receipt of the EPSB official notification. An institution
3 shall appeal on the grounds that:

4 (a) A prescribed standard was disregarded;

5 (b) A state procedure was not followed; or

6 (c) Evidence of compliance in place at the time of the review and favorable to the institution
7 was not considered.

8 (2) An ad hoc appeals board of no fewer than three (3) members shall be appointed by the
9 EPSB chair from members of the Accreditation Reviewers[~~Board of Examiners~~] who have not
10 had involvement with the team visit or a conflict of interest regarding the institution. The ad hoc
11 committee shall recommend action on the appeal to the EPSB.

12 (3) The consideration of the appeal shall be in accordance with KRS Chapter 13B.

13 [~~Section 25. Approval of Alternative Route to Certification Programs. (1) Alternative route~~
14 ~~programs authorized under KRS 161.028(1)(s) or (t) shall adhere to the educator preparation unit~~
15 ~~accreditation and program approval processes established in this administrative regulation and in~~
16 ~~the EPSB policy and procedure entitled "Approval of Alternative Route to Certification Program~~
17 ~~Offered Under KRS 161.028" as a condition of offering an educator certification program or~~
18 ~~program leading to a rank change.~~

19 ~~—(2) The EPSB shall consider a waiver upon request of the institution offering the alternative~~
20 ~~route program. The request shall be submitted in writing no later than thirty (30) days prior to the~~
21 ~~next regularly scheduled EPSB meeting. In granting the waiver, the board shall consider the pro-~~
22 ~~visions of this administrative regulation and any information presented that supports a determina-~~
23 ~~tion of undue restriction.]~~

1 **Section 15. Interim Reports.** (1) Each **state accredited** EPP shall report to the EPSB in the
2 third year following its previous accreditation visit to provide data about:

3 1. **Progress made in addressing areas for improvement identified by its last accreditation**
4 **evaluation** [~~Report revisions in the approved programs~~];

5 2. **Changes in the institution’s institutional accreditation status** [~~Faculty and candidates in~~
6 ~~each approved program~~]; and

7 3. **Continuous improvement efforts relating to the accreditation standards** [~~Major pro-~~
8 ~~gram developments~~].

9 (2) (a) The EPSB staff shall review each **EPP’s interim** report to monitor the progress of **the**
10 **EPP** to continue a program of high quality.

11 (b) The EPSB may pursue action against the **EPP** based on data received in this report.

12 Section **16**[~~26~~]. In compliance with the Federal Title II Report Card State Guidelines estab-
13 lished in 20 U.S.C. 1022f and 1022g, the EPSB shall identify an **EPP**[~~educator preparation unit~~]
14 as:

15 (1) "At-risk of low performing" if an **EPP**[~~educator preparation program~~] has received a:

16 (a) State accreditation rating of "provisional"; or

17 (b) State accreditation rating of "accreditation with conditions"; [ø]

18 **(c) Summative Praxis II pass rate below 80%;**

19 **(d) National accreditation rating of “accreditation with stipulation”;**

20 (2) "Low performing" if an **EPP**[~~educator preparation program~~] has received a state **or na-**
21 **tional** accreditation rating of "accreditation with probation".

22 Section **17**[~~27~~]. The Education Professional Standards Board shall **maintain data reports re-**
23 **lated to the following**[~~produce a state report card, which shall include~~]:

- 1 (1) **Current accreditation status of all institutions with EPSB approved pro-**
2 **grams;**~~[General information on the institution and the educator preparation unit;]~~
- 3 (2) Contact information for the person responsible for the **EPP**~~[educator preparation unit];~~
- 4 (3) ~~[Type or types of accreditation the unit holds;~~
- 5 ~~—(4) Current state accreditation status of the educator preparation unit;~~
- 6 ~~—(5)] Year of last state accreditation visit and year of next scheduled visit;~~
- 7 **(4)**~~(6)] Table of the **EPP's**~~[unit's]~~ approved certification program or programs;~~
- 8 **(5)**~~(7)] Tables relating the **EPP's**~~[unit's]~~ total enrollment disaggregated by ethnicity and gen-
9 der for the last three (3) years;~~
- 10 **(6)**~~(8)] Tables relating the **EPP's**~~[unit's]~~ faculty disaggregated by the number of full-time
11 equivalents (FTE), ethnicity, and gender for the last three (3) years;~~
- 12 **(7)**~~(9)] Table of the number of program completers (teachers and **other school profession-**
13 **als**~~[administrators]) for the last three (3) years;~~~~
- 14 **(8)**~~(10)] Table relating pass rates on the required assessments;~~
- 15 **(9)**~~(11)] Table relating pass rates for the Kentucky Teacher Internship Program **(if applica-**
16 **ble)**;~~
- 17 **(10)**~~(12)] Table relating pass rates for the Kentucky Principal Internship Program (if applica-
18 ble);~~
- 19 **(11)**~~(13)] Table indicating student teacher satisfaction with the preparation program;~~
- 20 **(12)**~~(14)] Table relating teacher intern satisfaction with the preparation program; and~~
- 21 **(13)**~~(15)] Table relating new teacher (under three (3) years) and supervisor satisfaction with
22 the preparation program.~~

23 **Section 18. Program Review Components for Developmental Process. (1) In order to op-**

1 erate a program leading to certification or rank change, the EPP shall have its program re-
2 view documents reviewed by the EPSB for each separate program of educator preparation
3 for which the EPP is seeking approval.

4 (2) The following information must be demonstrated in the program review documenta-
5 tion:

6 (a) An overview that includes:

7 1. The context and unique characteristics;

8 2. Description of the organizational structure;

9 3. The vision, mission, and goals; and

10 4. The shared values and beliefs for educator preparation.

11 (b) A description of its systematic approach for continuous improvement;

12 (c) A description of its clinical partnerships;

13 (d) An alignment of the program's coursework and field and clinical experiences with
14 the content standards of the relevant National Specialized Professional Association, student
15 academic expectations as established in 703 KAR 4:060, and relevant state performance
16 standards in Title XVI of the Kentucky Administrative Regulations;

17 (e) Identification and alignment of the program assessments to the state performance
18 standards to assure each candidate's mastery prior to exit from the program;

19 (f) Identification of how the program addresses the applicable regulatory requirements
20 of Title XVI of the Kentucky Administrative Regulations;

21 (g) A list of faculty responsible for and involved with the conduct of the specific pro-
22 gram, along with the highest degree of each, qualifications for the program, and status of
23 employment within the program and the university; and

1 **(h) A curriculum guide provided to each candidate that includes the following:**

2 **(a) Name of the program and resulting certification and rank;**

3 **(b) Program admission criteria;**

4 **(c) Program coursework;**

5 **(d) Program exit requirements;**

6 **(e) Certification requirements if they differ from the program exit requirements.**

7 **Section 19. New Program Approval for an accredited EPP. (1) An accredited EPP shall**
8 **submit a program proposal for each new educator preparation program.**

9 **(2) A program proposal shall demonstrate the following components**

10 **(a) A description of its clinical partnerships relevant to the new program;**

11 **(b) A description of the application of the EPP's continuous improvement plan as it per-**
12 **tains to the new program;**

13 **(c) An alignment of the program's coursework and field and clinical experiences with**
14 **the content standards of the relevant National Specialized Professional Association, student**
15 **academic expectations as established in 703 KAR 4:060, and relevant state performance**
16 **standards in Title XVI of the Kentucky Administrative Regulations;**

17 **(d) Identification and alignment of the program assessments to the state performance**
18 **standards to assure each candidate's mastery prior to exit from the program;**

19 **(e) Identification of how the program addresses the applicable regulatory requirements**
20 **of Title XVI of the Kentucky Administrative Regulations;**

21 **(f) A list of faculty responsible for and involved with the conduct of the specific pro-**
22 **gram, along with the highest degree of each, qualifications for the program, and status of**
23 **employment within the program and the university; and**

1 **(g) A curriculum guide provided to each candidate that includes the following:**

2 **1. Name of the program and resulting certification and rank;**

3 **2. Program admission criteria;**

4 **3. Program coursework;**

5 **4. Program exit requirements; and**

6 **5. Certification requirements if they differ from the program exit requirements.**

7 **(3) A program must receive EPSB approval prior to admission of students to the pro-**
8 **gram. The Program approval decision options shall be:**

9 **(a) Approval with the next review scheduled during the regular accreditation cycle;**

10 **(b) Approval with conditions with a maximum of one (1) year probationary exten-**
11 **sion for correction of a specific problem to be documented through written ma-**
12 **terials or through an onsite visit. At the end of the extension, the EPSB shall de-**
13 **cide if the documentation supports:**

14 **1. Approval; or**

15 **2. Denial.**

16 **(c) Denial approval indicating that a serious problem exists which jeopardizes the**
17 **quality of preparation for school personnel.**

18 **Section 20. Continuing Program Approval. (1) EPPs that have been granted approval**
19 **for each of educator preparation programs, shall submit the following for each educator**
20 **preparation program for which it is seeks continuing approval:**

21 **1. Report of any changes in the program since the last EPSB review;**

22 **2. Summary analysis of the program assessment data to identify areas of strength and**
23 **weakness relevant to the educator performance standards;**

1 **3. Description of the program’s continuous improvement plan based on the program**
2 **analysis.**

3 **(2) The EPSB shall order a review of an educator preparation program if it has cause to**
4 **believe that the quality of the preparation is seriously jeopardized.**

5 **(a) The review shall be conducted under the criteria and procedures established in the**
6 **EPSB “Emergency Review of Certification Programs Procedure” policy incorporated by**
7 **reference.**

8 **(b) Phase One Review shall require a written report about the identified program(s) and**
9 **the continuous improvement plans.**

10 **(c) The Phase Two Review shall require an on-site review to be conducted by EPSB staff**
11 **and a team of trained reviewers.**

12 **(d) The review shall result in a report to which the EPP may respond.**

13 **(e) The review report and EPP response shall be used by the Program Review Commit-**
14 **tee as the basis for a recommendation to the full EPSB for:**

- 15 1. **Approval;**
- 16 2. **Approval with conditions; or**
- 17 3. **Denial of approval for the program.**

18 **(f) If the EPSB denies approval of a program, the EPP shall notify each candidate cur-**
19 **rently admitted to that program of the EPSB action. The notice shall include the fol-**
20 **lowing information:**

- 21 1. **A candidate recommended for certification or advancement in rank within the**
22 **twelve (12) months immediately following the denial of state approval and who**
23 **applies to the EPSB within the fifteen (15) months immediately following the de-**

1 nial of state approval shall receive the certification or advancement in rank; and

2 (a) A candidate who does not meet the criteria established in subparagraph 1. of
3 this paragraph shall transfer to an EPSB approved program to receive the cer-
4 tificate or advancement in rank.

5 Section 21. Content Review Committee. (1)(a) EPSB staff shall identify and train a con-
6 tent review committee in each of the certificate areas to provide content area expertise to
7 EPSB staff and the Program Review Committee.

8 (b) Nominations for the content review committees shall be solicited from the education
9 constituent groups.

10 (2)(a) A content review committee shall review all new educator preparation program
11 proposals to establish congruence of the program with standards of National Specialized
12 Professional Association and appropriate state performance standards in Title XVI of the
13 Kentucky Administrative Regulations.

14 (b) EPSB staff may initiate a content review committee for a continuing approval review
15 as determined by program changes that may have occurred since the last review.

16 (3) A content review committee shall submit written comments to EPSB staff and the
17 Program Review Committee for use in the program review process.

18 (4) A content review committee shall not make any determination or decision regarding
19 the approval or denial of a program.

20 Section 22. Program Review Committee. (1) The EPSB shall appoint and EPSB staff
21 shall train a Program Review Committee representative of the constituent groups to the
22 EPSB.

23 (2) The Program Review Committee shall conduct a preliminary review of the Develop-

1 ment Process Stage One documentation for adequacy, timeliness, and conformity with the
2 corresponding standards and Kentucky Administrative Regulations.

3 (3) The Program Review Committee shall send a Program Review Update to the Stage
4 One applicants indicating whether the documentation satisfies the submission require-
5 ments. If a requirement has not been met, the applicant shall be asked to revise or send ad-
6 ditional documentation.

7 (4) For new program approval, the Program Review Committee shall:

8 (a) Determine that the submitted material meets requirements;

9 (b) Ask EPSB staff to resolve with the EPP a discrepancy or omission in the report or
10 programs;

11 (c) Make a recommendation for program approval to the EPSB; or

12 (d) Recommend that the evaluation and approval process be terminated as a result of a
13 severe deficiency in the program.

14 (5) For continuing program approval, the Program Review Committee shall:

15 (a) Determine that the submitted material meets requirements;

16 (b) Identify additional components of the program to be reviewed;

17 (c) Ask EPSB staff to resolve with the EPP a discrepancy or omission in the report or
18 programs;

19 (d) Refer an unresolved discrepancy or omission to the on-site accreditation team for
20 resolution; or

21 (e) Recommend that the evaluation and approval process be terminated as a result of a
22 severe deficiency in the program.

23 (6) EPSB staff shall discuss a recommendation for termination with the EPP. The EPP

1 **may submit a written response that shall be presented with the Program Review Commit-**
2 **tee comments and program review documents to the full EPSB.**

3 Section ~~23~~[28]. Approval of Off-site and [~~On-line~~]Programs. (1) Institutions in Kentucky
4 with educator preparation programs shall seek approval from the ~~EPSB~~[~~Education Professional~~
5 ~~Standards Board~~] before offering courses or whole programs at an off-campus site.

6 (a) The institution shall submit a written request to the ~~EPSB~~[~~board~~] to begin offering courses
7 at the off-site location describing the location and physical attributes of the off-campus site, re-
8 sources to be provided, faculty and their qualifications, and a list of courses or programs to be of-
9 fered.

10 (b) The off-site location shall be approved by the ~~EPSB~~[~~board~~] before the institution may
11 begin offering courses at the location.

12 [~~(2)(a) Until May 31, 2008, initial and continuing on-line educator preparation programs shall~~
13 ~~be regionally or nationally accredited and accredited or approved, as applicable, by the program's~~
14 ~~state of origin.~~

15 ~~—(b) Beginning June 1, 2008, initial and continuing on-line educator preparation programs orig-~~
16 ~~inating from outside Kentucky shall be regionally accredited, accredited or approved, as applica-~~
17 ~~ble, by the program's state of origin, and accredited by NCATE.]~~

18 Section ~~24~~[29]. Incorporation by Reference. (1) The following material is incorporated by
19 reference:

20 **(a) “2022 CAEP Initial Level Standards”, December 2020;**

21 **(b) “CAEP Standards for Accreditation at the Advanced Level”, June 2021**

22 [~~(a) "Professional Standards for the Accreditation of Teacher Preparation Institutions", 2008~~
23 ~~Edition, National Council for Accreditation of Teacher Education;~~

1 —(b) "~~Education Professional Standards Board Accreditation of Preparation Programs Procedure~~", August 2002;

2
3 —(c) "~~Education Professional Standards Board Approval of Alternative Route to Certification Program Offered under KRS 161.028~~", August 2002;]

4
5 **(c)[(d)]** "Education Professional Standards Board Emergency Review of Certification Programs Procedure", **2020**. [September 2003;

6
7 —(e) "~~Kentucky's Safety Educator Standards for Preparation and Certification~~", May 2004;

8 —(f) "~~National Association of School Psychologists, Standards for School Psychology Training Programs, Field Placement Programs, Credentialing Standards~~", July 2000; and

9
10 —(g) "~~Kentucky's Standards for Guidance Counseling Programs~~" derived from the Council for
11 Accreditation of Counseling and Related Education Programs (CACREP) Standards, Education
12 Professional Standards Board, November 2004.]

13 (2) This material may be inspected, copied, or obtained, subject to applicable copyright law,
14 at the **Kentucky Department of Education, 300 Sower Boulevard, 5th Floor**, [Education Professional Standards Board, 100 Airport Road, 3rd Floor,] Frankfort, Kentucky 40601, Monday
15 through Friday, 8 a.m. to 4:30 p.m.
16

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Request to Waive Admission Testing Requirements for Graduate Level Initial Certification Programs Except for Option 7 Programs

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the waiver of 16 KAR 5:020, Section 1(3)(b) for all graduate level initial certification programs except for Option 7 programs.

Rationale:

The EPSB approved amendments to 16 KAR 5:020 at the April 26th meeting that will remove admission testing requirements for all graduate level initial certification programs with the exception of Option 7 programs. The amendment is currently in the legislative process and is expected to become effective on November 30, 2021. This waiver would allow educator preparation providers to admit candidates into these programs for the Fall 2021 semester who have not completed the admission assessments.

Action Question:

Should the EPSB waive the requirements of 16 KAR 5:020, Section 1(3)(b) for all graduate level initial certification programs except for Option 7 programs?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.048, 16 KAR 5:020

History/Background:

Existing Policy: 16 KAR 5:020 establishes the standards for admission to an educator preparation program that is required for certification. Section 1 of this regulation identifies requirements for admission to approved undergraduate initial and graduate initial teacher preparation programs. The admission criteria for graduate initial teacher programs include a bachelor's degree or advanced degree awarded by a regionally accredited college or university with a cumulative 2.75 grade point average on a 4.0 scale or 3.0 on the last thirty hours of credit completed, including undergraduate and graduate coursework, and successful completion of either the Praxis Core Academic Skills for Education (CASE) with cut scores of Reading 156, Writing 162, and Math 150, or the Graduate Record Exam (GRE) with cut scores of Verbal reasoning 150, Quantitative Reasoning 143, and Analytical Writing 4.0.

Summary: At the April 26th meeting, the EPSB approved amendments to 16 KAR 5:020 that removed the admission testing requirement for graduate level initial certification programs with the exception of Option 7 programs. KRS 161.048(8) requires applicants to Option 7 programs to successfully complete an admission assessment.

The amendment to 16 KAR 5:020 has been filed with the Legislative Research Commission. It is currently expected to complete that process and become effective on November 30, 2021. Staff is

recommending that the EPSB waive 16 KAR 5:020, Section 1(3)(b) for all graduate level initial certification programs except for Option 7 programs, to allow educator preparation programs to admit candidates to these programs for the Fall 2021 semester without admissions assessments.

Budget Impact: There is no budgetary impact.

Contact Person:

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Division of Educator Preparation and Certification
Office of Educator Licensure and Effectiveness
(502) 564 4606
Email: margaret.hockensmith@education.ky.gov

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Request to Approve Two and a Half Years of Qualified Teaching Experience to Meet the Requirements for Certification Renewal

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve two and a half years of qualified teaching experience to meet the requirements of 16 KAR 4:060, Section 1(3)(a)1 for all certificates expiring June 30, 2021.

Rationale:

Due to the COVID-19 health crisis, many districts closed to in-person instruction for much of the Fall 2021 semester. As a result, some educators were unable to obtain a half year of experience needed for certification renewal. Approving two and a half years of experience to meet the requirements for certification renewal will provide relief to those educators who were unable to obtain a half year of experience as a result of the closures to in-person instruction.

Action Question:

Should the EPSB approve two and a half years of qualified teaching experience to meet the requirements of certification renewal?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 4:060

History/Background:

Existing Policy: 16 KAR 4:060, Section 1(3) provides that a teaching certificate that has been issued for a period of five years shall be renewed for subsequent five year periods upon the completion of three years of successful teaching experience or at least six semester hours of credit or the equivalent in professional development defined in 16 KAR 8:020. Section 2 of the regulation sets forth the requirements for successful teaching experience. A full year of experience shall include at least 140 teaching days of employment performed within the academic year. A half year of experience shall include at least seventy teaching days of employment performed within an academic semester. Section 1(7) of the regulation allows experience as a substitute teacher to be accepted in lieu of required teaching experience if the holder of the certificate was employed officially by the local board of education, was paid through the board of education, and substituted in his or her certification area no less than thirty teaching days per semester.

Summary: During the Fall 2021 semester, the COVID-19 health crisis resulted in long term district closures to in-person instruction. This resulted in a decreased need for substitute teachers. Therefore, some educators seeking to renew their certificate on experience, were unable to obtain a half year of experience during the Fall 2021 semester. Staff is recommending that the EPSB approve two and half years of qualified teaching experience to meet the requirements of 16 KAR 4:060, Section 1(3)(a)1 for all certificates expiring June 30, 2021.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Request to Approve Second Issuance of Emergency Certification for the 2021-2022 School Year

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the waiver of 16 KAR 2:120, Section 2(3)(b)-(c) to allow second issuance of emergency certification for the 2021-2022 school year.

Rationale:

The EPSB approved this waiver for the 2020-2021 school year, to provide districts with additional flexibility to meet the needs of the COVID-19 instructional setting. School and district leaders have reported that this waiver was very beneficial for the previous school year, and that due to the teacher shortage it is still needed in the post pandemic setting. This waiver will permit districts to retain emergency certified teachers to fill positions they are unable to fill with a qualified teacher.

Action Question:

Should the EPSB waive the requirements of 16 KAR 2:120, Section 2(3)(b)-(c) to allow second issuance of emergency certification for the 2021-2022 school year?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.100, 16 KAR 2:120

History/Background:

Existing Policy: KRS 161.100 creates an emergency certificate that can be used when a district is unable to secure a qualified teacher for a position. The certificate is valid only for the specific job for which issued and for the current school term. 16 KAR 2:120 only allows issuance of a subsequent emergency certification if the first emergency certificate was issued after February 15th of a school year or if it was issued for less than fifty (50) percent of the person's class schedule. The EPSB has previously approved waivers of this limitation on a case by case basis.

Summary: For the 2020-2021 school year, the EPSB approved a waiver of 16 KAR 2:120, Section 2(3)(b)-(c) to allow second issuance of emergency certification. School and district leaders reported that this additional flexibility was beneficial for the 2020-2021 school year and have requested that it continue for the upcoming school year.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 5:040. Request to Waive Field Experience Clock Hours Due to District Closures

Action Question:

Should the Education Professional Standards Board (EPSB) approve the waiver of field experience clock hours due to district closings?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 5:040

History/Background:

Existing Policy: 16 KAR 5:040, Section 2 provides that prior to admission to student teaching, each teacher candidate must complete a minimum of 200 clock hours of field experiences in a variety of settings.

Summary: District closures due to COVID-19 have made it impossible for some teacher candidates to complete the required 200 field hours before the close of Spring 2021 higher education academic semester. District closures are out of the control of the teacher candidates and the educator preparation providers; however, both have made good faith efforts to complete as many hours as possible during the Spring 2021 semester. The following educator preparation programs have submitted waivers and a letter of support from their administration: Alice Lloyd College, Georgetown College, Kentucky State University, Northern Kentucky University, Union College, and University of the Cumberlands. If granted, the waiver would allow the requested students to student teach during the Fall 2021 semester.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 5:040. Alternative Student Teaching Placement Request for Kaylee Thornsberry

Action Question:

Should the Education Professional Standards Board (EPSB) approve Morehead State University's alternative student teaching placement request for Kaylee Thornsberry?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 5:040

History/Background:

Existing Policy: 16 KAR 5:040 Section 5 (4)(d) requires that a candidate pursuing a primary through grade 12 certificate shall have their student teaching balanced between an elementary school placement and a middle/high school placement. Institutions unable to locate a placement aligned with grade level requirements shall submit an alternative placement request to EPSB staff.

Summary: Morehead State University Art student Kaylee Thornsberry is assigned to student teach during the Fall 2021 semester. The county in which Ms. Thornsberry is completing her student teaching, does not have a qualified elementary Art placement available. Morehead State University has located a middle school and high school placement and is requesting that Ms. Thornsberry complete her seventy-day student teaching assignment in the middle school and high school setting.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 5:040. Alternative Student Teaching Placement Request for Virginia Vance

Action Question:

Should the Education Professional Standards Board (EPSB) approve Morehead State University's alternative student teaching placement request for Virginia Vance?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 5:040

History/Background:

Existing Policy: 16 KAR 5:040 Section 5 (4)(d) requires that a candidate pursuing a primary through grade 12 certificate shall have their student teaching balanced between an elementary school placement and a middle/high school placement. Institutions unable to locate a placement aligned with grade level requirements shall submit an alternative placement request to EPSB staff.

Summary: Morehead State University Art student Virginia Vance is assigned to student teach during the Fall 2021 semester. The county in which Ms. Vance is completing her student teaching, does not have a qualified elementary Art placement available. Morehead State University has located a middle school and high school placement and is requesting that Ms. Vance complete her seventy-day student teaching assignment in the middle school and high school setting.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 3:090. Request to Waive Admission and Certification Requirements for Principal Certification for Michelle Klein

Action Question:

Should the Education Professional Standards Board (EPSB) approve Western Kentucky University's (WKU) request to waive the teaching experience requirement for Michelle Klein to allow her to be admitted to WKU's School Principal P-12 program and issued the principal certificate?

Applicable Statute or Regulation:

KRS 161.020, KRS 161.028, 16 KAR 3:090

History/Background:

Existing Policy: 16 KAR 3:090 establishes the preparation and certification requirements for all advanced educational leaders. Section 2 of the regulation outlines the prerequisites for admission to all advanced educational leadership certification programs. These prerequisites include qualifications for a Kentucky teaching certificate; admission to the program on the basis of criteria identified by the approved provider; Rank II; and completion of at least three years of full-time, documented teaching experience in a public school or a nonpublic school which meets the state performance standards, or which has been accredited by a regional or national accrediting association. Section 9(4) of the regulation outlines the prerequisites for issuance of a Statement of Eligibility for Advanced Educational Leader-School Principal. These prerequisites include successful completion of an approved program of preparation; three years of full-time teaching experience; and, successful completion of the appropriate assessments.

Summary: Dr. Corinne Murphy, Dean of the College of Education and Behavioral Sciences at WKU has submitted the waiver request on behalf of Michelle Klein. According to WKU, Ms. Klein is a unique educator with twenty years of experience in both public and parochial schools. Her path to school administration occurred in an alternative, yet parallel pathway, to that of a traditional candidate. Although she does not have three years of experience as a classroom teacher, her experiences as a school psychologist, Gifted Coordinator, and District MTSS/Data Analysis Coordinator provided the unique opportunity to work with teachers and principals for assisting with effective practices, problem solving, and using data to make informed decisions about instruction for school improvement. Her work with teachers and principals in the various roles provided a broad and deep understanding for improving instruction within schools. Ms. Klein also has four years of experience as the Dean of Students in an accredited parochial school and facilitated the process for Blue Ribbon status. WKU's Proficiency Evaluation Committee has

reviewed and scored her digital portfolio of evidence and are ready to approve her Level I Principal certification. WKU believes her educational preparation as well as both public and parochial school experiences have fulfilled the spirit of 16 KAR 3:090's requirement for three years of classroom teaching experience. WKU attests that her record indicates an individual who understands curriculum and instruction, the challenges faced by classroom teachers and building administrators, and the social and emotional needs of students. As Dean of Students at Christ the King School, Ms. Klein's role for four years was commensurate to that of a certified building principal in any Kentucky public school.

WKU is requesting that Ms. Klein's previous experience be accepted for admission to the program and issuance of the principal certification.

Budget Impact: There is no budgetary impact.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 3:090. Request to Waive Certification Requirements for Principal Certification Requirements for Nick Warren

Action Question:

Should the Education Professional Standards Board (EPSB) approve the request to waive the requirement that the applicant possess the equivalent certificate from Ohio and accept the instructional experience obtained as a school counselor to meet the requirement of 16 KAR 3:090 and be issued the Kentucky Principal Statement of Eligibility?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 3:090; 16 KAR 4:030

History/Background:

Existing Policy: 16 KAR 3:090 establishes the preparation and certification requirements for all advanced educational leaders. Section 9(4) of the regulation outlines the prerequisites for issuance of a Statement of Eligibility for Advanced Educational Leader-School Principal. These prerequisites include successful completion of an approved program of preparation; three years of full-time teaching experience; and, successful completion of the appropriate assessments. 16 KAR 4:030 requires out-of-state prepared educators to possess an equivalent certification from the state where the applicant completed his or her preparation program.

Summary: Nicholas Warren is a certified school counselor in Kentucky and Ohio. Over the course of ten years in his role as an elementary school counselor and two years as a middle school counselor, he was responsible for developing and teaching a social, emotional curriculum on numerous topics through in-class instruction. He has provided detailed documentation of his lessons developed and taught over that 12-year period. Mr. Warren completed a principal certification program at Xavier University; however, he never obtained the principal certification in Ohio because he has been employed in Kentucky. Mr. Warren has the full support of his principal and central office, and letters of support have also been provided with his documentation. He has passed the School Leaders Licensure Assessment which is required for Kentucky principal certification. Mr. Warren is requesting a waiver of the requirement that he obtain the equivalent certificate from Ohio and is also requesting that the EPSB accept the years of classroom instructional experience provided and issue him the Kentucky Principal Statement of Eligibility.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Katrina Kennedy

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: Katrina Kennedy completed her Master of Arts in Teaching program for Elementary Education in 2014 but, was unable to pass all required certification tests by the time she graduated. By 2015, she had passed all required Elementary tests except for the Math subtest. Ms. Kennedy applied for the one-year certificate testing extension that was approved for the 2020-2021 school year, and during that year she passed the Math subtest; however, by that time the previous tests that she passed in 2014 and 2015 had expired. Ms. Kennedy is asking the EPSB to allow her expired Elementary passing test scores to be accepted for issuance of the Elementary certification.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Stephanie Miller

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: Western Kentucky University (WKU) is requesting this waiver on behalf of Stephanie Miller. Ms. Miller completed a dual certification bachelor's program in Middle School Math and Social Studies in 2012. She took and passed the Principles in Learning and Teaching and the Middle School Math content assessment but had not passed the Middle School Social Studies test. At that time, WKU required candidates to pass all tests for dual certification programs before recommending for certification. WKU no longer has this policy and now will recommend for the individual certifications even if the candidate has not passed the tests for both areas. WKU is requesting that the EPSB approve this request since the scores are still less ten years old and the Educational Testing Service website states that scores are valid and accessible for ten years.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Kaitlin McFarling

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: Western Kentucky University (WKU) is requesting this waiver on behalf of Kaitlin McFarling. Ms. McFarling completed the bachelor's program for Elementary certification in 2015. She took and passed the Principles of Learning and Teaching and all Elementary subject test except for the Social Studies subtest. She passed the Elementary Social Studies subtest in 2021, only to learn that the other tests had expired in 2020. WKU is requesting that the EPSB approve this request since the scores are still less ten years old and the Educational Testing Service website states that scores are valid and accessible for ten years.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Brenda Thomas

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: Brenda Thomas is an experienced Rank I teacher who completed Campbellsville University's Teacher Leader Master's program in Special Education to add Learning and Behavior Disorders (LBD) certification to her existing Moderate/Severe and Interdisciplinary Early Childhood Education certification in 2015. She took and passed the LBD Praxis test in 2015, but her rank change application only included the recommendation for rank change and not the additional certification. Ms. Thomas was not working in the area of LBD at the time, so she was unaware that the LBD credential had not been added. Recently, she realized that the LBD was not on her certificate and she was told that the score had expired in 2020. Our office has since received an amended recommendation to add LBD certification. Ms. Thomas is asking the EPSB to allow her 2015 passing test score to be accepted towards issuance of the LBD certification.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 8:010. Request to Allow Master of Business Administration Coursework for Rank I for Laura Kehrt

Action Question:

Should the Education Professional Standards Board (EPSB) approve the request to allow this teacher to receive Rank 1?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.1211, 16 KAR 8:010

History/Background:

Existing Policy: KRS 161.1211 sets the standards for Rank I for certified educators as a master's degree in a subject field approved by the EPSB, thirty additional semester hours of approved graduate work, or equivalent continuing education. 16 KAR 8:010, requires the completion of approved graduate level credit or approved equivalent for issuance of Rank I.

Summary: Laura Kehrt is a certified secondary math teacher. Her district has asked her to teach the Personal Finance Course 080719 for the 2021-2022 school year, as part of the financial literacy graduation requirements for students. Her Grades 8-12 Math certification allows her to teach this course. Ms. Kehrt previously worked towards a Master of Business Administration (MBA) degree and completed twenty-four graduate hours but did not complete the degree. Her coursework in that program is directly relevant to the content she will be teaching this year. She is currently enrolled in University of the Cumberland's Proficiency Evaluation program to add certification for Business Education, Grades 5-12. She will have six additional hours completed this summer, but the certification requirement will not be completed until December 2021. She is requesting that the EPSB recognize her twenty-four hours towards the MBA and the current six hours from the approved program to be eligible for Rank I by the September 15th deadline.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 1 Alternative Route to Certification Application for Micha Gehring

Action Question:

Should the Education Professional Standards Board (EPSB) approve the alternative route to certification application?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, KRS 161.048, 16 KAR 9:010

History/Background:

Existing Policy: The applicant must meet a minimum GPA requirement and must have either a major in the academic area or passing score on the academic content assessment. The applicant must also have a job offer in the academic area for which certification is requested in a Kentucky school district.

Summary: Lexington Christian Academy has submitted the CA-265 application and portfolio for Micha Gehring. The academy is requesting that the EPSB approve her application for certification in the area of **Music, Grades K-12**. The application and portfolio are included under separate cover.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

Todd Davis, Division Director
Crystal Hord, Branch Manager
Melinda Penny, Consultant

The applicant meets the minimum GPA requirement in the academic area. The Lexington Christian Academy has offered the applicant a job teaching Music, Grades K-12. The EPSB will need to determine if the applicant's work experience constitutes exceptional work experience.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 1 Alternative Route to Certification Application for Jarrett Rose

Action Question:

Should the Education Professional Standards Board (EPSB) approve the alternative route to certification application?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, KRS 161.048, 16 KAR 9:010

History/Background:

Existing Policy: The applicant must meet a minimum GPA requirement and must have either a major in the academic area or passing score on the academic content assessment. The applicant must also have a job offer in the academic area for which certification is requested in a Kentucky school district.

Summary: Powell County Schools has submitted the CA-265 application and portfolio for Jarrett Rose. The district is requesting that the EPSB approve his application for certification in the area of **Social Studies, Grades 8-12**. The application and portfolio are included under separate cover.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

Todd Davis, Division Director
Crystal Hord, Branch Manager
Melinda Penny, Consultant

The applicant meets the minimum GPA requirement in the academic area. Powell County Schools offered the applicant a job teaching Social Studies Grades 8-12. The EPSB will need to determine if the applicant's work experience constitutes exceptional work experience.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 1 Alternative Route to Certification Application for Vickie Watson

Action Question:

Should the Education Professional Standards Board (EPSB) approve the alternative route to certification application?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, KRS 161.048, 16 KAR 9:010

History/Background:

Existing Policy: The applicant must meet a minimum GPA requirement and must have either a major in the academic area or passing score on the academic content assessment. The applicant must also have a job offer in the academic area for which certification is requested in a Kentucky school district.

Summary: Murray Independent Schools has submitted the CA-265 application and portfolio for Vickie Watson. The district is requesting that the EPSB approve her application for certification in the area of **American Sign Language, All Grades**. The application and portfolio are included under separate cover.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

Todd Davis, Division Director
Crystal Hord, Branch Manager
Melinda Penny, Consultant

The applicant meets the minimum GPA requirement in the academic area. Murray Independent Schools offered the applicant a job teaching American Sign Language, All Grades. The EPSB will need to determine if the applicant's work experience constitutes exceptional work experience.

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