

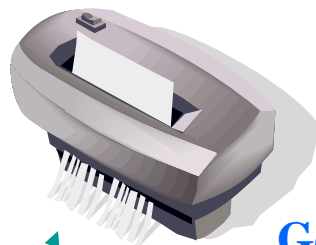
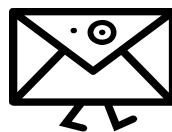
Educator Licensure



Massachusetts Department of
**ELEMENTARY & SECONDARY
EDUCATION**

Greetings & Thank You!

Turn Around Time



Goal is 6-8 weeks processing time,
currently at 9 weeks



This year: 48,600 Evaluations

17,500 licenses issued

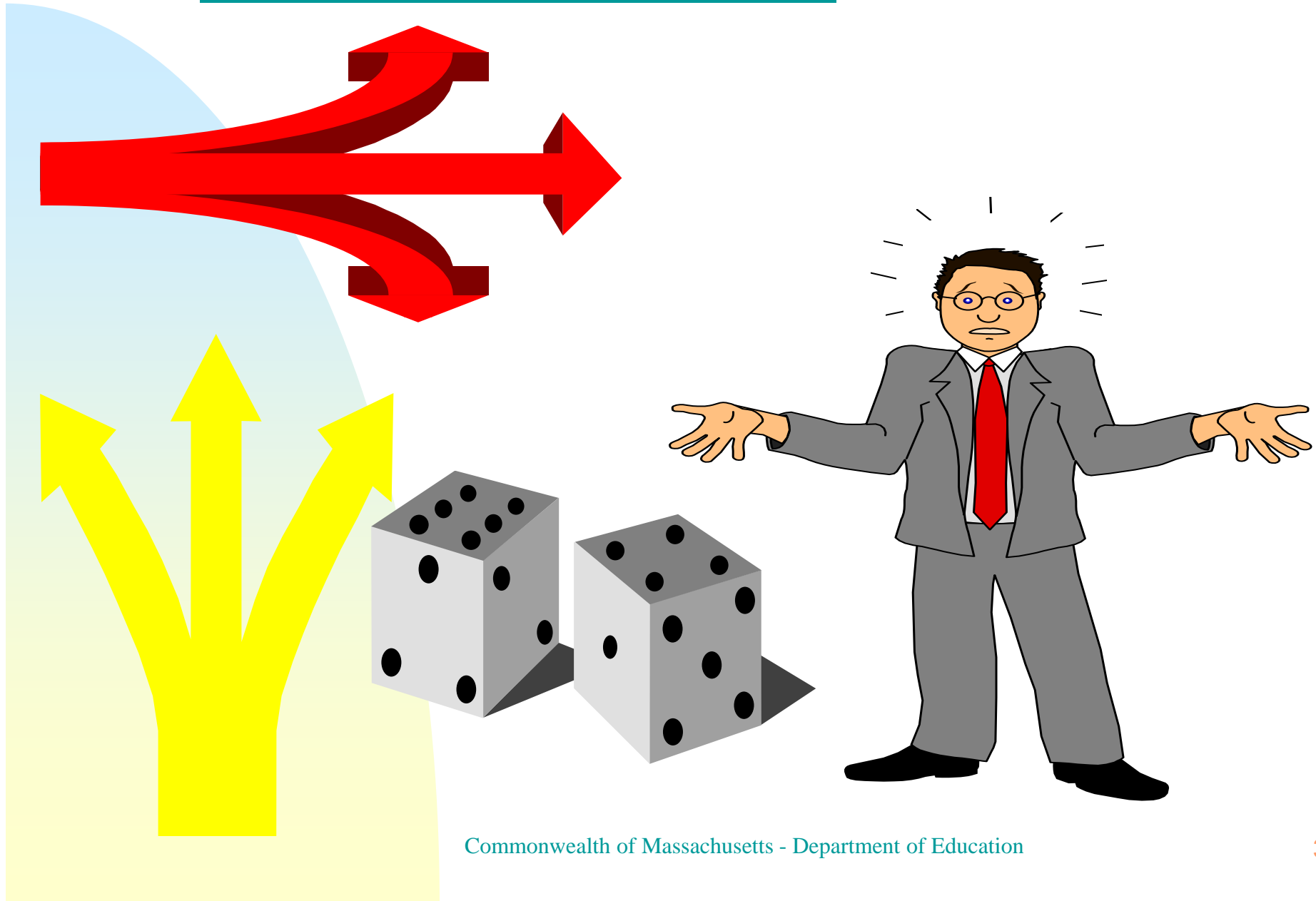
50,000 calls to Call Center with 90%
answered, average wait is 2:04



or



Requirements for Licensure





Type of Licenses

- Preliminary
- Initial
- Initial Extension
- Professional
- Temporary

Components of Licenses Offered

Terminology:

- ✓ Categories
- ✓ Fields
- ✓ Grade Levels
- ✓ Types



Categories & Fields

Teacher

Fields (including but not limited to):

- Elementary
- Moderate Disabilities
- Math
- Biology
- General Science
- Physical Education

Specialist Teacher

Fields:

- Academically Advanced
- Reading
- Speech, Language, and Hearing Disorders

Administrator

Fields:

- Superintendent
- Principal
- Supervisor/Director
- Special Education Administrator
- School Business Administrator

Professional Support Personnel

Fields:

- School Guidance Counselor
- School Nurse
- School Psychologist
- School Social Worker/Adjustment Counselor

Grade Levels & Types

Grade Levels can be thought of as the range of grades for which a given license is valid.

Examples of Grade Levels:

- PreK-2
- 1-6
- 5-8
- 8-12
- ALL

Types can be thought of as different stages of licensure, ascending from **Preliminary** to **Initial** to **Professional**. Each of these stages represents different levels of educator preparation and professional experience.

Requirements for First Preliminary Teacher License

➤ Bachelor's Degree



➤ Communication & Literacy Skills and Subject Matter Test(s)

Additional Requirements:

Competency Review for which there is no Subject Matter Test Available

Seminars /Coursework for Early Childhood & Elementary Education Licenses

Seminars/Coursework & Competency Review for Special Needs Licenses

Competency Review:

The process for determining whether the subject matter knowledge requirements for a license have been met when there is no MTEL subject matter test

A new document has been posted online to assist candidates through this process – found at: http://www.doe.mass.edu/educators/sped_review.doc

Required of Candidates Seeking :

1. Teacher licensure in fields for which there is no subject matter knowledge test available

Any of the following Preliminary licenses:

- * Moderate disabilities
- * Severe disabilities
- * Deaf and hard-of-hearing
- * Visually impaired
- * Instructional Technology

Competency Review: Moderate Disabilities PreK-8

The following topics *are not addressed* on a test of subject matter knowledge:

- * Educational terminology for students with mild to moderate disabilities
- * Preparation, implementation, and evaluation of Individualized Education Programs (IEPs)
- * Design or modification of curriculum, instructional materials, and general education classroom environments for students with moderate disabilities
- * Ways to prepare and maintain students with disabilities for general education classrooms; for example, use of behavioral management principles
- * Knowledge of services provided by other agencies
- * Federal and state laws and regulations pertaining to special education

-



Closer look at a Competency Review

Ten PDPs specific to (covering) a competency within Subject Matter Knowledge is sufficient

PDP Options

- * Graduate Credits.....1 semester hour = 22.5 PDPs
- * Undergraduate Credits.....1 semester hour = 15 PDPs
- * Continuing Education Units.....1 CEU = 10 PDPs
- * Seminar/Workshop.....1 Hour = 1 PDP
- * Experience.....Considered on an individual basis

-

Competencies addressed through experience *may be considered* upon receipt of :

- * A letter of recommendation (on official school letterhead) signed by a licensed Special Education Administrator
- * Co-signed by Superintendent /Head of School
- * Should:
 - Include the license # of the Special Education Administrator
 - Indicate the role and length of experience
 - Explain in *detail* specifically how each competency was gained demonstrated in practice

Requirements for First Initial Teacher License

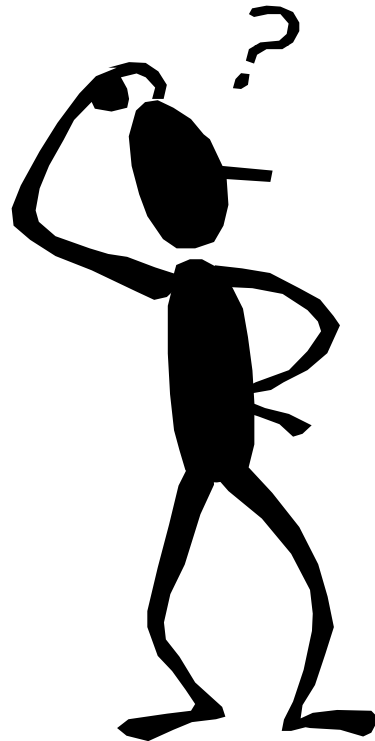


- Bachelor's Degree
- Communication & Literacy Skills and Subject Matter Test(s)
- Completion of an Approved Program

Satisfying the NASDTEC Interstate Contract Agreement through Experience will Eliminate the need to Complete an Approved Program

Routes to Initial Licensure

What is right for me?



Routes

Overview

1-4 Approved Ma. Programs

- 1= College/University Undergraduate Program
- 2= College/University Post-Baccalaureate, Including
Alternative Programs
- 3= District-Based Programs
- 4= Performance Review Program for Initial Licensure
(PRPIL)



Overview Out-of-State

Route 5:

Completion of:

- * A State-Approved Program in a State in which Massachusetts has signed the NASDTEC Interstate Contract
- * An educator preparation program sponsored by a college or university outside Massachusetts that has been accredited by the National Council for Accreditation of Teacher Education (NCATE)
- * Satisfying the NASDTEC Interstate Contract Agreement through experience eliminates the need to complete an Approved Program

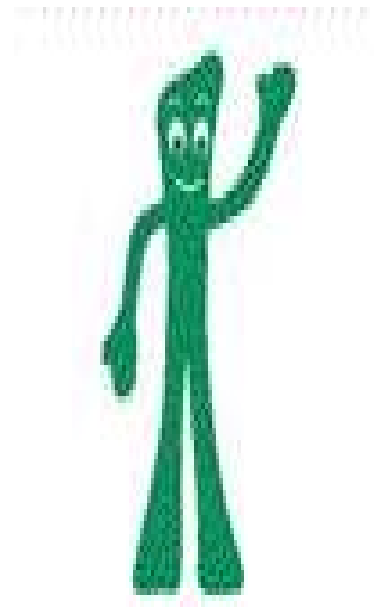
First Professional Teacher License

1. Possession of an Initial license in the same field as the Professional license sought.
2. Completion of a one-year induction program with a mentor.
3. At least three full years of employment under the Initial license.
4. At least 50 hours of a mentored experience beyond the induction year

Requirements for an Initial Extension

- Application for an Initial Extension
- Employment for Five Years Under a Valid Initial License
- Plan to Comply with Requirements for Professional Licensure

Initial Extension May Be Issued One Time



1st Professional License

Completion of one of the following:

- a. Approved **district-based** program for the Professional license sought – only about 7 of these in place.
- b. A master's or higher graduate level program in an accredited college or university that is or includes one of the following:
 - **Approved program** for the Professional license sought
 - A master's degree program or other advanced graduate program in the **academic discipline** appropriate to the license sought in a graduate or professional school other than education.
- c. For those who have completed any master's or higher degree or other advanced graduate program, one of the following:
 - **Approved, non-degree, 12-credit program** appropriate to the instructional field of the Professional license sought
 - **12 credits of graduate level courses in the academic discipline appropriate to the instructional field of the Professional license sought**
- d. Programs leading to eligibility for master teacher status, such as those sponsored by the **National Board** for Professional Teaching Standards and others accepted by the Commissioner.
- e. *A Department-sponsored Performance Assessment Program*

Additional Teacher Licenses

1. New Level (Holds Biology 5-8 Wants Biology 8-12)
2. New Field (Holds Biology 5-8 Wants English 5-8)
3. New Field and Level
(Holds Biology 5-8 Wants English 8-12)

Currently Applies:

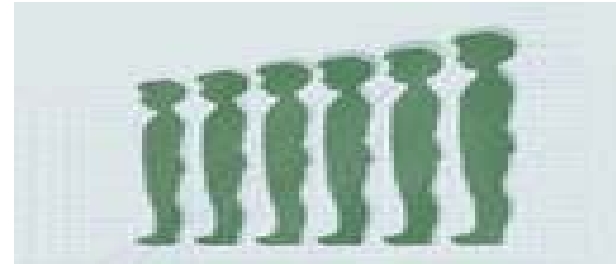
Initial Adding Initial

*Professional Adding Professional**

** Option to add at Initial*



Overview of New Level



➤ Subject Matter Test(s)

Competency Review Required if No Subject Matter Test in Place

➤ One of the Following:

Seminar/Institute/Course Addressing Curriculum & Age Group of License Sought

(OR)

A Practicum/Practicum Equivalent or Internship of 150 Hours

No need to complete an Approved Program

Overview of New Field



➤ Subject Matter Test(s)

Competency Review Required if No Subject Matter Test in Place

Additional Requirements:

A Practicum/Practicum Equivalent or Internship of 150 Hours Required for Early Childhood & Elementary Education

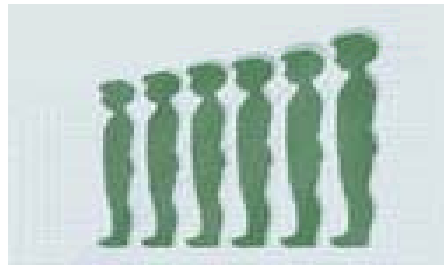
A Practicum/Practicum Equivalent or Internship of 150 Hours & a Competency Review Required for Special Needs Licenses

No need to complete an Approved Program

Commonwealth of Massachusetts - Department of Education

Overview of New Field and Level

Must Comply with Both New Field & New Level Requirements



No need to complete an Approved Program

Specialist Teacher Licenses

- Academically Advanced
- Reading
- Speech, Language, and Hearing Disorders

Initial & Professional Licensure Offered

Initial Specialist Teacher Licensure *Generally* Requires:

- * Bachelor's degree
- * Prerequisite License & Experience
- * Passing Score on Appropriate Tests
- * Completion of an Approved Program

Professional Support Personnel Licenses

School:

- Guidance Counselor
- Psychologist
- Social Worker/Adjustment Counselor
- Nurse



Initial & Professional Licensure Offered

Overview of Initial License Requirements

Guidance, Social Worker, Psychologist

- Bachelor's Degree
- Communication & Literacy Skills Test
- Appropriate Master's Degree
- Completion of an Approved Program or Panel Review



**Panel Review is for those with substantial experience and formal Education Relevant to License Sought*

Master's or approved programs not required of a School Nurse, must be experienced Registered Nurse

Requirements for Support Personnel Professional Licensure Differ Slightly According to License Sought

Administrator Licenses

- Superintendent/Assistant Superintendent
- School Principal/ Assistant Principal
- Supervisor/Director
- Special Education Administrator
- School Business Administrator



Initial & Professional Licensure Offered for All

Preliminary Licensure only offered for Superintendent/Assistant Superintendent

Administrator Licenses

Changes might be coming!

New Leadership Standards

- Leadership for Learning & Instruction
- Organizational management & Operations
- Community Partnerships
- Reflective Leadership

Administrator Licenses

Anticipated Timeline for 2009

February – Discussion with Board

March – Board vote to release for
public comment

Spring – public comment period

June – Board vote

General Overview of Initial License Requirements

Administrators:

- Bachelor's Degree
- Prerequisite License and/or Experience
- Communication & Literacy Skills Test
- Demonstration of Successful Application of Professional Standards for Administrators

**Three full years of employment under Initial License and One Year Induction Program Leads to Professional Licensure*

Routes to an Initial Administrator License

Demonstrate successful application of Professional Standards for Administrators

1. An approved post-baccalaureate program of studies including a supervised practicum/practicum equivalent (300 hours) in the role of the license sought.

2. A Panel Review

Eligibility for a Panel Review is limited to candidates who have completed one of the following:

* A post-baccalaureate program in management/administration at an accredited college/university

* Three full years of employment in an executive management/ leadership, supervisory, or administrative role

3. An administrative apprenticeship/internship (300 hours) in the role of the license sought. This can be completed right in the district and the guidelines can be found online at:

<http://www.doe.mass.edu/educators/03adminguide.pdf>

LICENSE RENEWAL



Next Large cohort of License Renewal is due to renew by **June 17, 2009 & 1st ever Vocational Renewal is underway**

- Expecting about 50,000 educators to renew by 6/17/09
- Same application process as last time – “don’t mess with success” – 92% applied online in 2004

Since 7/1/08:

Academic: 3,917 educators – 6,287 lic.

Vocational: 537 educators – 855 lic.

Eligibility Status

Who needs to renew?

Academic teacher licenses must renew their Professional license every five (calendar) years.

Vocational Technical teacher licenses must renew their Professional license every five years on their birthday.

Who does not need to renew?

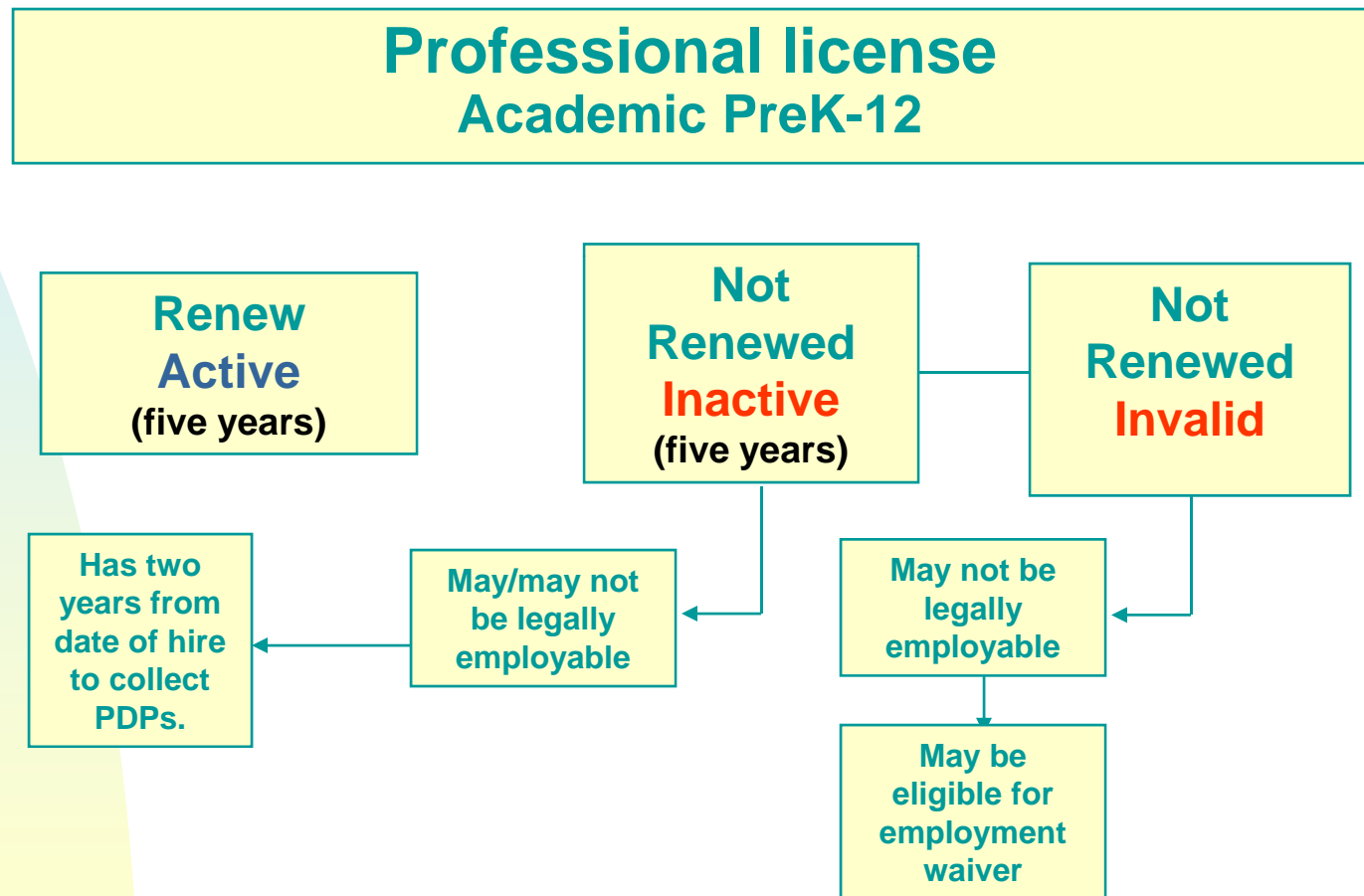
Educator Licensure:

Educators holding Preliminary or Initial licensure would advance to the next stage of licensure (ex-from Preliminary to Initial; Initial to Professional).

Vocational Tech. Educator Licensure:

Educators holding a Preliminary or Initial license would advance to the Professional stage.

License Renewal Cycle



Inactive Licenses

Scenario 1

An educator who has been employed by a district for the past 10 years and held a license that was up for renewal in November of 2008 is now considered to hold an inactive license. Is he legally employable under his inactive license?

No. This educator would not be considered legally employable in the same district unless the district applied for an employment waiver. If this educator teaches one of the core academic subjects, he would not meet the “highly qualified teacher” requirements of NCLB because he is not fully licensed.

Inactive Licenses

Scenario 2

An educator who has been in the private industry for the past 10 years decides to re-enter the teaching profession. Her license was up for renewal in 2006, but since she did not renew, her license is now inactive. Is she legally employable?

Yes. AS a new hire, this educator would have two years from the date of hire to complete the requirements for license renewal (150 PDPs). Those two years can extend beyond the five years, however this individual would not be considered “highly qualified” until the license has been renewed.

Inactive/Invalid Licenses

After the inactive period a license becomes invalid. The educator must complete the renewal requirements before he or she could become legally employed under that license.

	<u>Inactive</u>	<u>Invalid</u>
History (8-12) - Primary	150 PDPs	150 PDPs
History (5-8)	30 PDPs	150 PDPs
English (8-12)	30 PDPs	150 PDPs
English (5-8)	30 PDPs	150 PDPs
Carpentry (9-14)	30 PDPs	150 PDPs
Engineering (9-14)	30 PDPs	150 PDPs
Total	300 PDPs	900 PDPs

Individual. Prof. Dev. Plan

Q. Must all educators design & implement a professional development plan?

A. Yes.

Q. Must all professional development plans be approved?

A. No. Educators not employed in a public school are not required to have their plan approved.

Q. Who approves an individual's plan?

A. The educator's supervisor or their designee.

Q. What criteria should a plan meet in order to obtain initial approval?

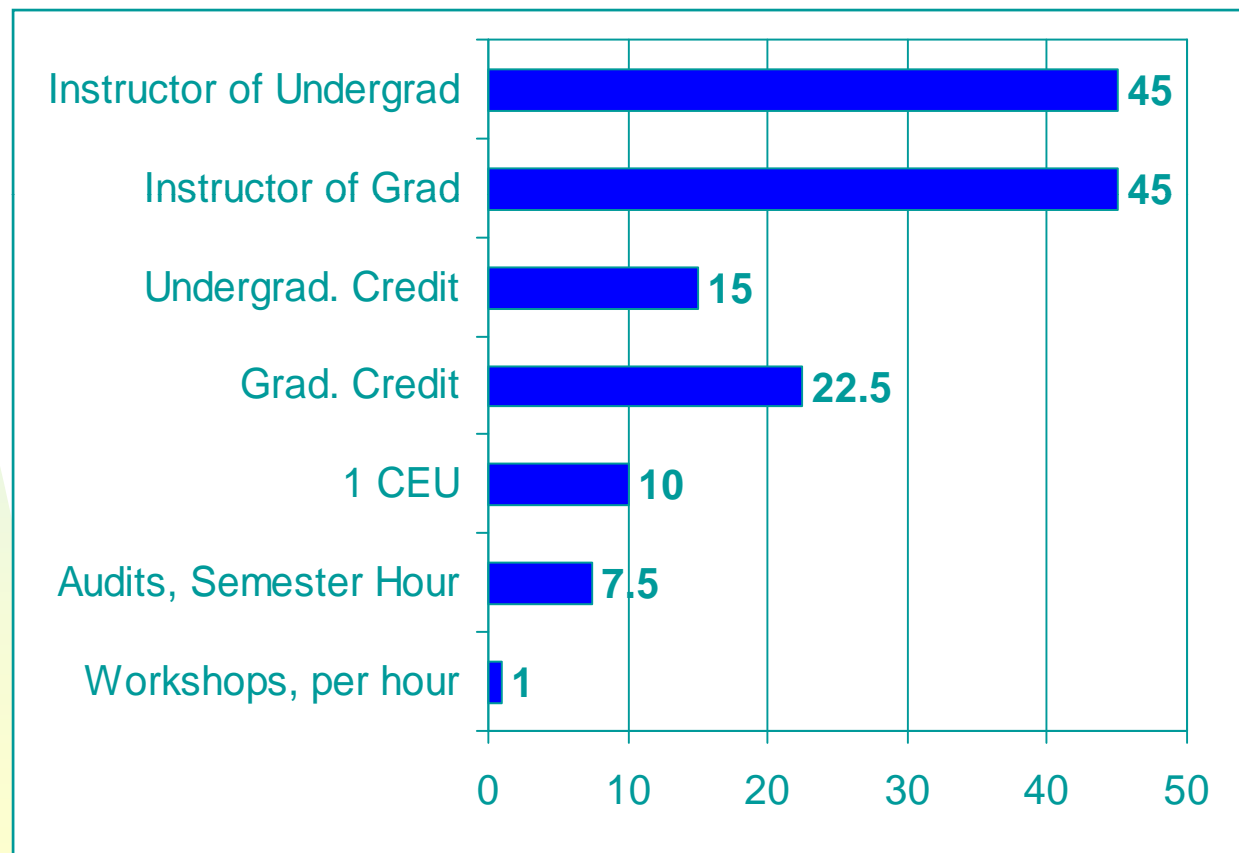
A. Verify that the educator's professional development plan is aligned with the school district's and/or school's improvement plan.

Who are PDP Providers?

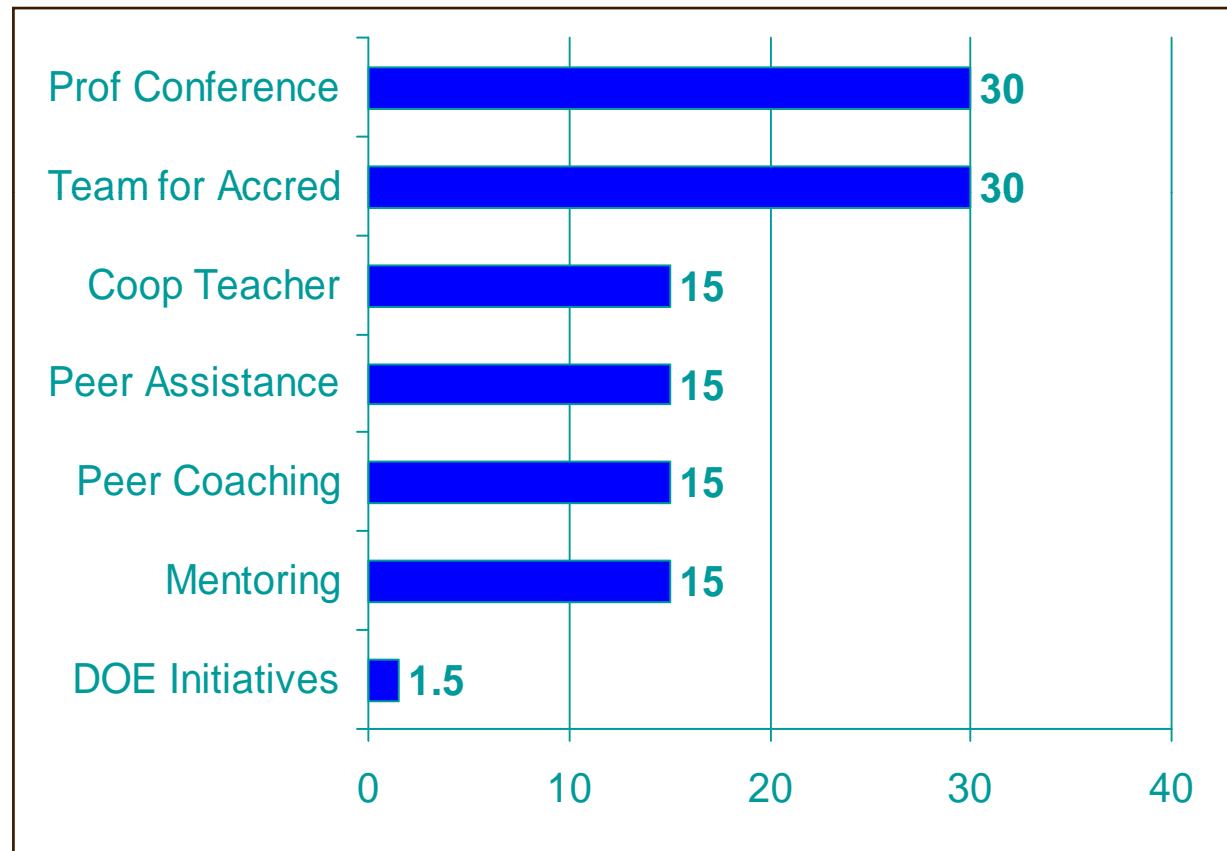
- ✓ Public school districts, individual & charter schools
- ✓ Education Collaboratives
- ✓ Colleges & Universities
- ✓ Department of Education
- ✓ Individuals
- ✓ Organizations/Associations

For information about becoming a registered provider, please call 781-338-3581

Prof. Dev. Activities and their Point Value



Prof. Dev. Activities and their Point Value



Professional Development Activities and Point Value

Various PDP point Accrual

Curriculum Development - authors of new curriculum that is published or shared may earn 15 PDPs per unit and may accrue up to 60 points in a five year cycle.

Presenters/Trainers - educators who develop and present at least 3 separate sessions in a PD series can earn twice the value (no less than 10 points and a maximum of 24 points).

National Board of Professional Teaching Standards - 120 PDPs for successful completion (30 points in content, 60 points in pedagogy and 30 points to use as an elective).

Published Written Material - points vary, such as 30 PDPs for an article or 45 points for a thesis.

New Employment Activities - 75 pdps for a five-year renewal cycle of new skills (for Vocational Tech. Educators only)

Academic License: Renewal Requirements

I. Content - a minimum of 90 points

II. Pedagogy (Professional Skill) – None required, however the Content and Pedagogy must equal at least 120 points

Methods, evaluation, equity, communication, instructional practice, etc.

III. Content-based Pedagogy (*optional*)

Emphasizes specific content area

IV. Electives (the remaining points from the 150 may be in any educational elective)

How does one allocate points for Vocational Technical Teacher License: Renewal Requirements

I. Subject Matter Knowledge and Skills - minimum of 10 points

II. Pedagogy (Professional Skill) - minimum of 10 points

III. Academic and Technical Curriculum Integration - 10 points

IV. Safety and Health - minimum 10 points

Vocational Technical License Renewal for Administrators?

Supervision

School Law

School Finance

Labor Relations

Safety and Health

Curriculum

Labor Laws

150 PDPs must be earned

**** Check Guidelines for Specific PDP activities***

Waivers

The Commissioner may exempt a district for any one school year from the requirement to employ personnel licensed upon request of a superintendent

First Year Waiver Request

Responsibility:

- *Superintendent/Head of School:*
- *Applicant*

Processing Time of First Year Waiver Request: Over night

Additional (2nd, 3rd...year) Waiver Requests

Responsibility:

- *Superintendent / Head of School*
- *Applicant*

General Processing Time of Additional Waiver Request: 6-8 weeks (unless expedited)

** Exempt for any one-school year...do not need to replace during this time frame*

*** Waivers for Inactive/Invalid Licenses:** Contact Amena Swinton (781) 338-3238

Waiver Data

Year	Total Applied	Total Granted	1 st Year Applied	1 st Year Granted	Additional Applied	Additional Granted
2008-09	2950	2006 (68%)	1790 (61%)	1704 (95%)	1160 (39%)	302 (26%)
2007-08	3978	3175 (80%)	1973 (49%)	1889 (96%)	2005 (51%)	1286 (68%)
2006-07	4512	3530 (78%)	2194 (49%)	2121 (97%)	2318 (51%)	1409 (61%)

Waiver Data – “Top 10 Districts”

2007-08	2008-09
Springfield -331	Boston – 130
Boston – 210	Springfield – 121
Fall River – 114	Lynn – 47
Quincy – 111	Chicopee – 43
Lynn – 108	NE Center 4 Child – 42
Brockton – 69	Fall River – 42
Landmark – 69	Holyoke – 41
Holyoke – 60	Pittsfield – 40
New Bedford – 59	Leominster – 38
Worcester - 46	Landmark – 33

Waiver Data – “Top 10 Fields”

2007-08	2008-09
Moderate Disabilities – 1216	Moderate Disabilities – 697
Severe Disabilities – 209	Severe Disabilities – 156
Math – 209	Math – 125
ESL – 129	ESL -82
Elementary – 106	Spanish – 57
English -95	English – 55
Spanish – 94	Reading – 47
SSW – 77	Biology – 46
Biology – 75	History – 46
Nurse – 67	ECH -43

Continuous progress



Coursework

Successful completion of at least three courses (for college credits) toward remaining licensure requirements within twelve months since the previous waiver was approved

Test(s): Only Remaining

Attempting to pass a required MTEL test within twelve months since the previous waiver was approved. Allowed only once.

Coursework and Test(s) Remaining

Successful completion of coursework (for college credits) and the passing of required test(s) in any combination of three remaining requirements within twelve months since the previous waiver was approved

Additional Waiver/ Previous Year Not Granted

Continuous progress measured within the twelve months preceding current waiver request

※ **Applicant's compliance is measured through the evaluation process**

Auditing of Waivers

- * Five % randomly selected each month
- * Letter sent to Superintendent/Head of School
- * **Thirty days to submit verification of “Good Faith Effort”:**

Beyond internal postings:

a. Recruit an appropriately licensed person

- Letters sent to placement officers/agencies
- Copies of advertisements

b. Name & license # of any appropriately licensed educators who applied for the position, an explanation of why they were not appropriately qualified to perform the duties

c. Name & license # of any appropriately licensed candidates who declined the position

The Department reviews the submitted materials and either requests further information, or confirms compliance with “Good Faith Effort”

MTEL

New MTEL General Curriculum (GC) Test

- ❖ Two separately scored subtests: 1) Multi-Subject subtest (Language Arts, History & Social Science, and Science & Technology/Engineering) and 2) the Mathematics subtest
- ❖ Passing score on both subtests is required to meet the GC test requirement
- ❖ The "old" GC test was administered for the last time on Nov. 22, 2008
- ❖ Implementation date for the new test is March 7, 2009
- ❖ Test prep materials, including the new test objectives and full-length practice test, are at <http://www.mtel.nesinc.com>

MTEL

New GC Test continued

- ❖ Passing a math subject matter test will satisfy the GC math sub-test requirement.

For example, someone who has passed the middle school math test will not have to pass the GC math sub-test

- ❖ Can take the GC test like the Communication & Literacy Skills test and only take one part at a time.

MTEL

- ❖ **Test Prep Resources**

 - Test Objectives

 - Test Information Booklets

 - Practice Tests (C&L, ECH, GC, FRT, Math)

 - ALEKS Math – web based tutorial

- ❖ **Testing updates**

 - Between Spring '08 and Winter '10, 15 tests and 17 practices tests are scheduled for an update or new development (see handout)

 - C&L is one of these tests being updated and will be available on computer in Winter '10

EPIMS/Data Update

- ❖ **EPIMS/ELAR connection:**
Linking of 90,000 MEPIDs between EPIMS and ELAR is done

Able to perform some basic analyses as a result of this link

More sophisticated analyses require a deeper integration, which is being worked on
- ❖ **Data Warehouse**
213 districts have assigned access in the Data Warehouse, where SIMS and MCAS data are currently available

Additional work, which is in progress, is required to incorporate the EPIMS data and reports, which will be initially opened up for internal ESE use before being rolled out to the districts.

EPIMS Data/School Profiles

Two (of five) exportable EPIMS reports available on the public website

The first is the "**Teacher Data Report**", which displays highly qualified and licensure information at the district and school level. A new feature is that you can choose to view the data by specific core academic subjects.

http://profiles.doe.mass.edu/state_report/teacherdata.aspx

The second new report is entitled "**Staffing Data by Race/Ethnicity and Gender**." This report allows the user to obtain race/ethnicity and gender data at the district and school level for all 60 job classifications. The data for this report can be viewed by either FTE count or percentages.

http://profiles.doe.mass.edu/state_report/teacherbyracegender.aspx

Both reports can be exported to Excel and have state totals at the bottom of each page

Support For Districts



Department of Elementary &
Secondary Education
Office of Educator Licensure
Attention: Nancy Perkins
350 Main Street
Malden, MA 02148

Commissioner's Hotline

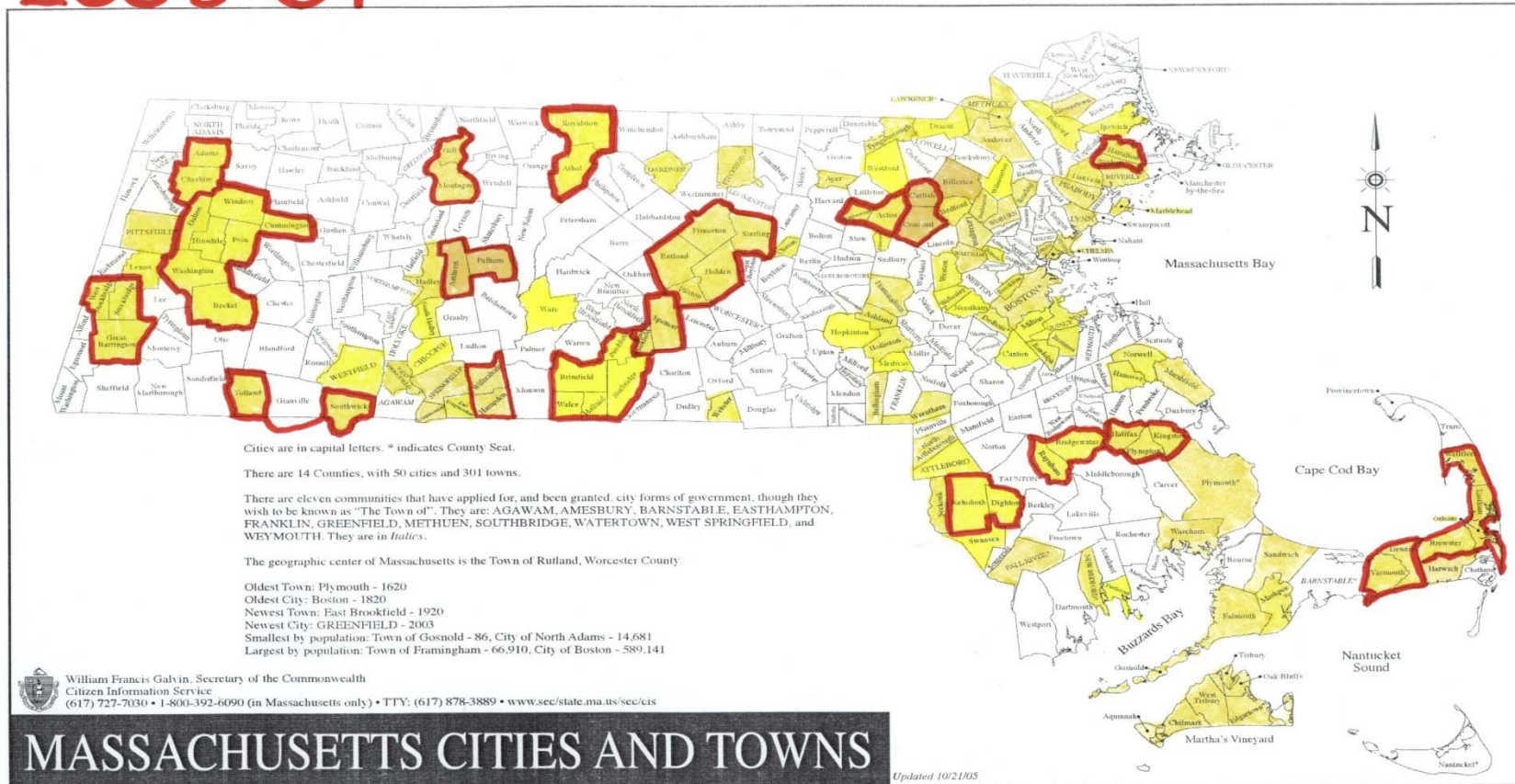
Nancy Perkins – 781-338-3065

Fax – 781-338-3391

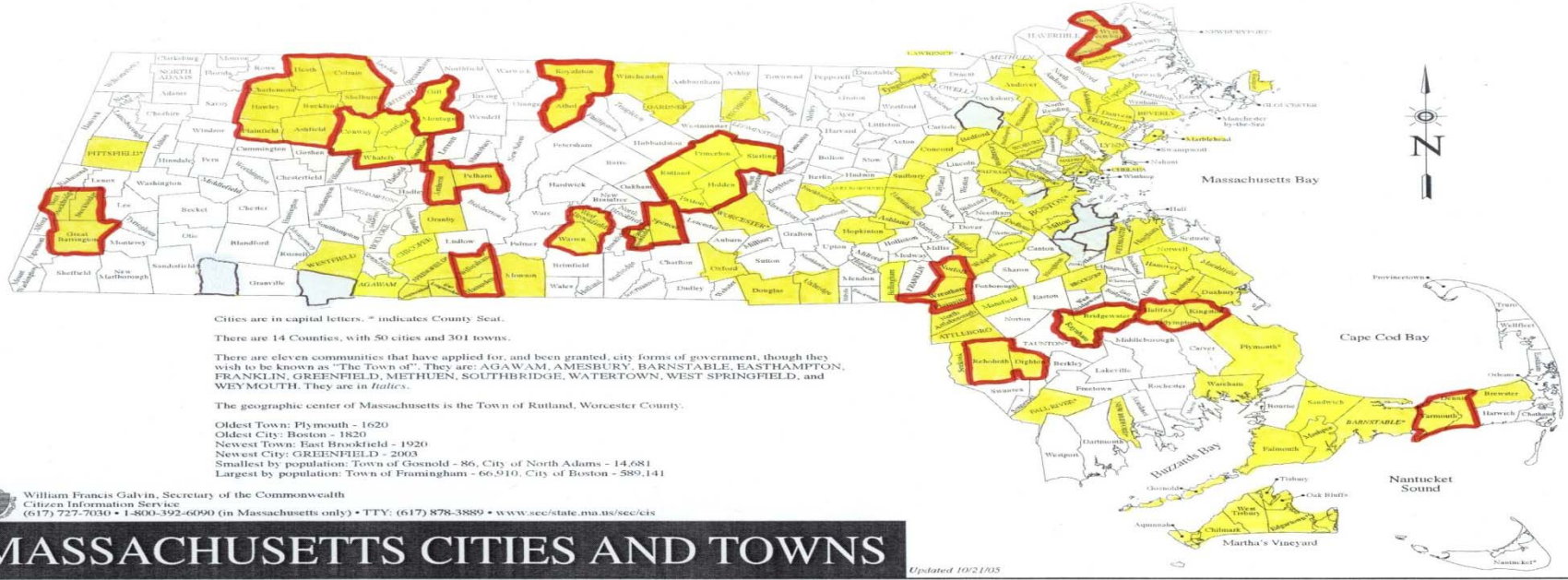
nperkins@doe.mass.edu

2008-2009 Hits to the Expedite Drop Box

2008-09



2007-08



2008-09

