

WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION

Form #2

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1991 DEC -4 AM 9:13

OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: West Virginia Board of Education TITLE NUMBER: 126

RULE TYPE: Legislative/; CITE AUTHORITY WV Code 18A-2-9, 18A-3-1, 18A-3-2,

18A-3-3, 18A-3-6, 18A-4-1,
AMENDMENT TO AN EXISTING RULE: YES NO 18-10E-1, 18-2-6, 18-4-2

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 136 (Policy 5202)

TITLE OF RULE BEING AMENDED: Minimum Requirements for the Licensure of
Educational Personnel, 1975 Revised 1991 and Advanced Salary Classification.

IF NO, SERIES NUMBER OF NEW RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON January 14, 1992 AT 9:00 a.m.

ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS.

Mrs. Barbara Brazeau, Ass't Dir.

Certification, WV Dept. of Educ.

Room B-337, Bldg. #6

Capitol Complex

Charleston, WV 25305

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

Barbara L. Estep

December 2, 1991

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

11.00

FISCAL NOTE WORKSHEET

HD NO _____ DRAFT NO _____ BILL NO _____ RESOLUTION NO _____

Minimum Requirements for the Licensure of Educational Personnel and
SUBJECT Advanced Salary Classifications FUND _____

SOURCE OF REVENUE: GENERAL SPECIAL OTHER (SPECIFY) _____

COST ESTIMATE BASED ON: AN ORIGINAL ESTIMATE BUDGET BILL OTHER (SPECIFY) _____

INCOME ESTIMATE BASED ON: AN ORIGINAL ESTIMATE BUDGET BILL OTHER (SPECIFY) _____

SHOW OVER-ALL EFFECT IN ITEMS 1 AND 2 AND ITEM 3 GIVE EXPLANATION OF BREAKDOWN BY FISCAL YEAR INCLUDING LONG-RANGE EFFECT

| EFFECT OF PROPOSAL | ANNUAL | | FISCAL YEAR | | |
|-----------------------------|----------|----------|-------------|------|------------|
| | INCREASE | DECREASE | CURRENT | NEXT | THEREAFTER |
| 1. ESTIMATED TOTAL COST | \$ | \$ | \$ | \$ | \$ |
| PERSONAL SERVICES | \$ | \$ | \$ | \$ | \$ |
| CURRENT EXPENSES | | | | | |
| REPAIRS AND ALTERATIONS | | | | | |
| EQUIPMENT | | | | | |
| OTHER | | | | | |
| 2. ESTIMATED TOTAL REVENUES | \$ | \$ | \$ | \$ | \$ |

3. EXPLANATION OF ABOVE ESTIMATES (INCLUDING LONG-RANGE EFFECT):

Amendments to the policy will have no fiscal impact; however, if the state superintendent is authorized to establish the licensure fee and increases them, revenues for operation of the certification unit will increase significantly.

IMPACTS
FISCAL:

STATE STAFF:

DATE

AGENCY

AUTHORIZED REPRESENTATIVE

EXECUTIVE SUMMARY

Proposed Amendments to Policy 5202: Minimum Requirements for the Licensure of Educational Personnel and Advanced Salary Classifications

Purpose

Policy 5202 describes the eligibility criteria for licensure of professional personnel in general, special and vocational education and paraprofessionals. This policy also defines the eligibility criteria for advanced salary classifications.

Background

a) Licensure Fee

In 1988, the West Virginia Board of Education established a \$5.00 non-refundable fee for certain applications for licensure to defray the costs of the certification process. Currently, this fee is established in Policy 5202.

Due to legislative amendments related to certification, the volume of applications received by the department has increased significantly. This increase has necessitated the employment of several temporary employees to assist with the timely processing of applications. In addition, improvements in the technology and equipment to assist in this process have increased costs. In their final report dated December, 1990, the Governor's Task Force on Teacher Preparation recommended an increase in the licensure fee to provide revenues for hiring adequate staff to handle the workload. To facilitate changes in the licensure fee in an expeditious manner, the fee structure needs to be removed from policy and handled in an administrative manner.

b) Public School Management Techniques

During the 1990 Third Extraordinary Session of the West Virginia Legislature, West Virginia Code 18A-2-9 was amended. Effective July 1, 1994, 1) six (6) semester hours of coursework in public school management techniques completed through an accredited college and 2) education and training in evaluation skills will be required for issuance of an administrative certificate endorsed to serve as a principal. It is necessary to identify the appropriate areas of study for individuals required to complete the college coursework.

Policy 5202:
Minimum Requirements for the Licensure
of Educational Personnel
and Advanced Salary Classifications

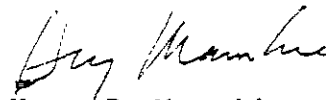
Henry R. Marockie
State Superintendent of Schools

Revised September 1991
Reprinted October 1991

FOREWORD

The West Virginia Board of Education is committed to ensuring that personnel employed in the public schools of this state have appropriate licensure as per statutory requirements described in Chapters 18 and 18A of the School Laws of West Virginia. This policy identifies the eligibility criteria for issuance of licensure to professional personnel in general, special and vocational education and paraprofessionals. This policy also describes eligibility criteria for advanced salary classifications as defined in the statute.

Questions concerning this policy may be referred to staff in the Certification Unit, Office of Professional Education, West Virginia Department of Education, telephone (304) 348-7010 or 1-800-982-2378.



Henry R. Marockie
State Superintendent of Schools

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