

PUBLIC HEARINGS ON POLICIES 5100, 5202 AND 5500

DATES, SITES AND PROCEDURES

APRIL 29, 1997

<u>RESA</u>	<u>BUILDING</u>	<u>ADDRESS/TELEPHONE</u>	<u>WVDE STAFF</u>
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MAY 1, 1997

III	Capital HS (Room 118)	1500 Greenbrier, Charleston 304-348-6500	Mike Valentine
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V	Parkersburg So. HS	1511 Blizzard Dr. Parkersburg 304-420-9610	Carolyn Meadows
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HEARING PROCEDURES

1. Doors will be open by 6:00 p.m. Hearing begins at 7:00 p.m.
2. All persons desiring to speak must sign in between 6:15 and 6:45. Speakers will receive a maximum of five minutes for their remarks. Speakers must provide a written copy of their remarks.
3. Smoking is not permitted at any of the hearing sites.

EXECUTIVE SUMMARY
WEST VIRGINIA BOARD OF EDUCATION

POLICY NUMBER AND TITLE: Policy 5202
Minimum Requirements for the Licensure of
Professional/Paraprofessional Personnel and
Advanced Salary Classifications

PUBLIC COMMENT PERIOD ENDS: May 16, 1997 **ADOPTED:** _____

BACKGROUND:

Since November, 1996, a committee of West Virginia public school and higher education personnel has been developing a replacement policy for Policy 5202: Minimum Requirements for the Licensure of Educational Personnel and Advanced Salary Classifications. The committee was co-chaired by Sandra Bailey, Dean of Teacher Education, Concord College, and Linda Curtis, Personnel Manager, Cabell County Schools. The intent of the committee's work was to develop licensure standards that ensure that persons employed in West Virginia's public schools have the necessary knowledge and skills to meet the responsibilities of their professional assignments in instruction, student support services and/or administration.

PURPOSE:

The purpose of these legislative rules is to outline the minimum requirements for the various licenses approved by the state board of education and issued by the state superintendent of schools to educators and paraprofessionals who wish to work in West Virginia's public schools. They also outline the requirements for an educator who wishes to qualify for an advanced salary classification.

MAJOR AMENDMENTS:

There are several proposed revisions to Policy 5202 which are substantial in nature. These amendments are identified in the enclosed attachment. Many of these revisions will require legislative amendments before they can be implemented; however, the state board of education believes it is important to solicit reaction from the profession and the public before it takes any action on the proposed policy.

IMPACT:

Amendments to Policy 5202 are built on the belief that educators need to be involved in career long learning and should be rewarded for participating in the numerous professional development activities in which they engage. It encourages all educators to pursue a master's degree by establishing different revalidation requirements for educators with a bachelor's degree and those with a minimum of a master's degree. In addition, the public will be assured that the state's students

will be protected from felons by requiring the background check for licensure purposes rather than for employment. The proposed policy will affect the assignment of elementary education teachers in departmentalized settings, teachers who are currently assigned one grade level above or below the grade levels reflected on their licenses, and special educators. The elimination of new permanent licenses and the use of professional development activities for revalidation and advanced salary classifications will significantly increase the record-keeping at both the local and state levels. Administrative expenses for the Department of Education are estimated to increase \$125,000.00 per year.

The proposed amendments will have significant fiscal impact if the MA+60 salary classification is established and the professional development activities, in addition to college credit, are approved for advanced salary classifications. The estimated cost for moving all educators at the MA+45 level to the proposed MA+60 levels (and increasing the doctorate pay level accordingly) is \$2.5 million. The cost of moving all educators to the highest level for their degree is approximately \$25 million. Estimated expenses to require all new student support services employees to complete the Beginning Educator Internship are \$20,000. The estimated cost to establish the West Virginia Board for Professional Teaching Standards is \$25,000.00 annually.

PROPOSED MAJOR AMENDMENTS TO POLICY 5202

- Recommends the discontinuation of permanent licenses effective July 1, 2000 for anyone who does not already hold the permanent license. *
- Recommends the use of other professional development activities in addition to college credit for revalidation (renewal) and advanced salary classifications. *
- Recommends a criminal background check including the FBI and state police records for licensure effective July 1, 1998. *
- Recommends a master's plus 60 salary classification. *
- Recommends that beginning professional student support services employees complete the Beginning Educator Internship. *
- Recommends that educators on probationary contracts be allowed to apply for tuition reimbursement. *
- Recommends clearly outlining the educator's, the superintendent's and the licensing agency's responsibilities in the licensure process.
- Recommends limiting the backdating of advanced salary classifications so that the county boards of education do not have to expend local funds for potentially two years of back pay.
- Recommends limiting assignments of personnel in the following areas:
 1. Effective July 1, 1998, no professional personnel assigned to a new position may teach one grade level above or below the grade levels reflected on their license. Effective July 1, 1999, no personnel may be assigned one level above or below the grade levels reflected on their license.
 2. Effective July 1, 1998, teachers licensed in elementary education or multisubjects may not be assigned to a new position in a departmentalized setting in 7th or 8th grade or to teach physical education, art or music in a departmentalized setting.
 3. Effective July 1, 1999, professional personnel assigned to a new position working with special education students must be licensed in the content area in which instruction is delivered or collaboratively develop the curriculum with the content teacher in the area for which instruction is delivered.
 4. Effective immediately, requires an educator providing contracted services or services through RESA to hold the same licensure as a county employee.
- Provides authority to the state superintendent to waive licensure requirements.
- Recommends three years of teaching experience rather than management level experience for issuance of the Professional Administrative Certificate.*

*Requires legislative amendment

- Recommends two new ways to secure the Professional Teaching/Student Support Services License:
 1. National Board Certification
 2. Higher Education Alternative Delivery Program
- Recommends eliminating the master's degree exemption for the PreProfessional Skills Tests.
- Recommends an alternative to the 2.5 overall grade point average required for issuance of a license by allowing a 3.0 GPA in the last 50% of the college course work completed.
- Recommends establishing different revalidation (renewal) requirements for teachers with a bachelor's degree and those with a master's degree (to encourage all teachers to pursue a master's degree):
 1. Teachers with a bachelor's degree will have to revalidate every three years alternately using college credit and other professional development activities. Vocational teachers with less than a bachelor's would have to revalidate this way.
 2. Teachers with a minimum of a master's degree will have to revalidate every five years using either college credit or other professional development activities. Vocational teachers with a minimum of a bachelor's degree would revalidate this way.
 3. Eliminates the exemption of the MA+ 30 for revalidation purposes.
- Recommends, in most instances, increasing the requirements for issuance of a Permit and expands the issuance of Permits to all teaching and student support services specializations.
- Recommends creation of an authorization for audiologists to do hearing screenings and audiological evaluations.
- Recommends the creation of the West Virginia Board for Professional Teaching Standards as the official body to review and recommend regulations for the licensure of educational personnel and to serve as the Licensure Appeals Panel.
- Recommends that the state board of education and the West Virginia Board for Professional Teaching Standards work collaboratively to develop new and more objective standards for any teacher who wishes to work in an alternative education program.
- Recommends a minimum of a high school diploma or GED for coaches who are not professional educators.
- Recommends a minimum of 6 semester hours of accounting for new Chief School Business Officials.

*Requires legislative amendment

TITLE 126
LEGISLATIVE RULES
BOARD OF EDUCATION

SERIES 136
MINIMUM REQUIREMENTS FOR THE LICENSURE
OF
PROFESSIONAL/PARAPROFESSIONAL PERSONNEL
AND
ADVANCED SALARY CLASSIFICATIONS (5202)

(REPLACEMENT RULES)

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FILED

TITLE 126
LEGISLATIVE RULE
BOARD OF EDUCATION

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SERIES 136
MINIMUM REQUIREMENTS FOR THE LICENSURE
OF
PROFESSIONAL/PARAPROFESSIONAL PERSONNEL
AND
ADVANCED SALARY CLASSIFICATIONS (5202)

OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

§126-136-1. General.

1.1. Scope. - This legislative rule establishes the minimum requirements for the licensure of educational personnel to be employed in the public schools of West Virginia.

1.2. Authority. - West Virginia Constitution, Article XII, Section 2, West Virginia Code §§18-2-5, 18-10E-1, 18A-2-9, 18A-3-1, 18A-3-1a, 18A-3-3a, 18A-3-6, 18A-3-7, 18A-4-4.

1.3. Filing Date. -

1.4. Effective Date. -

1.5. Repeal of former rule. - This legislative rule repeals WV 126CSR155, Policy 5203, and WV 126CSR138, Policy 5211 and repeals and replaces WV 126CSR136, Policy 5202.

§126-136-2. Summary.

2.1. These rules outline the minimum requirements for the various licenses approved by the state board of education and issued by the state superintendent of schools to educators and paraprofessionals who wish to work in West Virginia's public schools. They also outline the requirements for educators who wish to qualify for an advanced salary classification. Important terminology is defined, governing principles are identified, and the criteria for issuance of each license and salary classification are established.

§126-136-3. Purpose.

3.1. The primary purpose of licensure is to assure the public that educators and paraprofessionals meet established levels of competence to deliver an appropriate and effective educational program to the state's public school students. Licensure requirements established in this policy provide a means of ensuring that persons employed in West Virginia public schools have the necessary knowledge and skills to meet the responsibilities of their professional assignments in instruction, student support services and/or administration.

3.2. The licensure system defined in these rules supports: 1) the concept that professional growth is a career-long process; 2) the proposition that licensure patterns and specializations should meet the needs of students; and 3) the mobility of qualified educational personnel.

3.3. These rules commit the state board of education to create the West Virginia Board for Professional Teaching Standards (WVBPTS) which will be comprised of representatives of the educational community, with a majority of the members being classroom teachers, responsible for reviewing and recommending to the state board of education regulations for the licensure of educational personnel.

§126-136-4. Definitions.

4.0. A.B. - A bachelor's degree from an accredited institution of higher education as defined in §126-136-4.2, which has been issued to, or for which the requirements for such have been met by, a person who qualifies for or holds a professional license or its equivalent.

4.1. A.B. Plus 15. - A bachelor's degree from an accredited institution of higher education as defined in §126-136-4.2 plus 1) 15 semester hours of approved graduate and/or undergraduate course work from an accredited college or university or 2) 225 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8.

4.2. Accredited Institution of Higher Education. - A college or university accredited: 1) by the official accrediting agency of the state in which the institution is located and, 2) by one of the six regional accrediting agencies recognized by the National Commission on Accrediting (Middle States, New England, Northwest, North Central, Southern, and Western Associations), the American Association of Bible Colleges, the Association of Independent Colleges and Schools or the Association of Theological Schools, to award degrees at a stipulated level, i.e., bachelor's degree, master's degree, and/or doctorate degree.

4.3. Advanced Salary Classification. - The upgrading of an educator's salary classification to bachelor's plus 15, master's, master's plus 15, master's plus 30, master's plus 45, master's plus 60 or doctorate.

4.4. Appeal. - A written request submitted by an individual for a credential review based on one of the provisions stated in §126-136-26.10.1. The appeal shall cite the basis for the appeal and shall include evidence supplied by the appellant to support her/his contention.

4.5. Appeals Panel. - Licensure Appeals Panel.

4.6. Approved Program. - An educational preparation program based upon state adopted program objectives and other requirements which is delivered by an accredited college or university and which has the endorsement of the state board of education.

4.7. Beginning Educator. - A classroom teacher or professional student support services employee with less than two years of experience.

4.8. Beginning Educator Internship. - A state sanctioned program of continuing professional development for classroom teachers and student support personnel designed to assist the educator during the first year or two of employment by providing a mentor to guide her/him during the transition to a new job assignment.

4.9. Beginning Principal. - A principal, assistant principal or building level vocational administrator with less than two years of experience.

4.10. Beginning Principal Internship. - A state sanctioned program of continuing professional development for principals, assistant principals and building level vocational administrators designed to assist the educator during the first year or two of employment as an administrator by providing a mentor to guide her/him during the transition to a new job assignment.

4.11. Board of Education. - A legally constituted entity including a county board of education, the West Virginia Schools for the Deaf and Blind, West Virginia Department of Education, a regional education service agency or any non-public school in West Virginia.

4.12. Central Office Administrator. - The superintendent, associate superintendent, assistant superintendent and other professional educators, whether by these or other appropriate titles, who are charged with the administering and supervising of the whole or some assigned part of the total program of the county-wide school system. The superintendent shall be issued a different endorsement from other central office administrators.

4.13. Continuing Education Unit. - For purposes of revalidation and advanced salary classifications, one continuing education unit (CEU) equals ten clock hours as established by the International Association for Continuing Education and Training (IACET).

4.14. Conversion. - The process of an educator completing requirements to upgrade from the Provisional Professional License valid for three years to the Professional License.

4.15. Day. - Calendar day.

4.16. Doctorate. - A doctor's degree from an accredited institution of higher education as defined in §126-136-4.2 approved to offer such degrees, which has been issued to, or for which the requirements have been met by, a person who qualifies for or holds a professional license or its equivalent.

4.17. Duplicate credit - Credit which covers substantially the same content for which the person has received previous credit.

4.18. Educator. - Teacher, supervisor, principal, superintendent, public school librarian; registered professional nurse licensed by the West Virginia board of examiners for registered professional nurses and employed by a county board of education, who has a bachelor's degree; or any other person regularly employed for instructional purposes in a public school in this state (W.V. Code §18-1-1).

4.19. Endorsement. - The specialization(s) and grade levels appearing on any license which designate the program areas to which the holder can be legally assigned within the public schools of West Virginia.

4.20. Experience. - A professional assignment consistent with the endorsement(s) identified on the educator's license(s).

4.21. GED. - General Educational Development Certificate.

4.22. Graduate Credit. - Credit beyond the bachelor's level earned at an institution of higher education accredited to provide graduate credit.

4.23. Hearing. - The part of a session devoted to the taking of evidence or presentation of argument during the Licensure Appeal Panel's adjudication of an appeal.

4.24. Higher Education Governing Boards. - The university system of West Virginia Board of Trustees and the Board of Directors of the state college system.

4.25. Institution of Higher Education. - An accredited college or university.

4.26. License. - The term used to designate any or all of the documents issued by the licensing agency to empower an individual to perform designated services within the public schools of West Virginia.

4.27. Licensing Agency. - West Virginia Department of Education.

4.28. Long-Term Substitute. - A licensed educator who temporarily replaces, for more than 30 instructional days, the person assigned to a position.

4.29. M.A. - A master's degree earned in an accredited institution of higher education as defined in §126-136-4.2 approved to offer graduate work, which has been issued to, or the requirements for which have been met, by a person who qualifies for or holds a professional license or its equivalent.

4.30. M.A. Plus 15. - A master's degree earned in an accredited institution of higher education as defined in §126-136-4.2 plus: 1) 15 semester hours of approved graduate or undergraduate course work from an accredited college or university or 2) 225 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. This classification is equivalent to 45 semester hours including a master's degree.

4.31. M.A. Plus 30. - A master's degree earned in an accredited institution of higher education as defined in §126-136-4.2 plus: 1) 30 semester hours of approved graduate or undergraduate course work from an accredited college or university or 2) 450 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. This classification is equivalent to 60 semester hours including a master's degree.

4.32. M.A. Plus 45. - A master's degree earned in an accredited institution of higher education as defined in §126-136-4.2 plus: 1) 45 semester hours of approved graduate or undergraduate course work from an accredited college or university or 2) 675 clock hours of other approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. This classification is equivalent to 75 semester hours including a master's degree.

4.33. M.A. Plus 60. - A master's degree earned in an accredited institution of higher education as defined in §126-136-4.2 plus: 1) 60 semester hours of approved graduate course work from an accredited college or university or 2) 900 clock hours of other approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. This classification is equivalent to 90 semester hours including a master's degree.

4.34. Mentor. - An experienced classroom teacher or professional student support services employee who is assigned to assist and support the beginning educator during the beginning educator internship or an experienced administrator with at least five years of experience as an assistant principal, principal or building level vocational administrator who is assigned to assist and support the beginning principal during the beginning principal internship.

4.35. Non-Educational Requirement. - For purposes of implementing the Interstate Contract Concerning Qualification of Educational Personnel, non-educational requirement means any of the following: citizenship, minimum grade point average, standardized testing or assessment, mentoring, experience or graduation from an accredited institution.

4.36. One Year of Experience. - One year of experience for conversion purposes equals 133 paid days within one school year.

4.37. Performance Assessment. - The process whereby a cooperating public school educator and a higher education faculty member judge a prospective educator's ability to apply basic professional knowledge and skills in an educational setting using an approved instrument that incorporates state board of education approved professional education standards.

4.38. Prerequisite Experience for Conversion. - An educator's paid professional assignment consistent with the endorsement(s) identified on the educator's license or permissible under these rules.

4.39. Professional Commitment. - A written agreement signed by an educator with less than the Provisional Professional License or Vocational License to pursue licensure in the endorsement area(s) in which he/she is employed.

4.40. Professional Development Activities. - Educational activities as identified in §126-136-12.8 which are acceptable for the revalidation of a Professional License or Vocational License or qualification for an advanced salary classification.

4.41. Professional License or Its Equivalent. - The Professional Teaching License, Professional Student Support Services License, Professional Administrative License, Vocational License,

Temporary Professional Teaching License, Temporary Professional Student Support Services License, Temporary Professional Administrative License, Temporary Vocational License or the Permanent Authorization for School Nurse.

4.42. Quarter Hour Conversion. - One quarter hour is equivalent to two-thirds of one semester hour.

4.43. Responding Party. - The licensing agency, a college or university, or other designated educational agency whose credential evaluation or interpretation of the licensure policy is contested by the appellant in an appeal pursuant to §126-136-26.10.

4.44. Revalidation. - The licensing agency's review and acceptance of the professional development activities completed by an educator for conversion or maintenance of her/his license.

4.45. Review of the Record. - The process of adjudicating an appeal on the basis of the request for review, the response of the responding party, and any other documentation submitted by the parties, without resort to a hearing, and entry of a written decision based upon the law, regulations and record.

4.46. School Year. - July 1 through June 30.

4.47. Semester Hour of College Credit. - One semester hour of college/university credit equals 15 clock hours of professional development activities.

4.48. Session. - A formal meeting of the Licensure Appeals Panel for the purpose of adjudicating one or more appeals by hearing or by review of the record, or for the purpose of conducting other business related to the functions of the Licensure Appeals Panel.

4.49. Short-Term Substitute. - A licensed educator who temporarily replaces, for 30 or fewer instructional days, the person assigned to that position.

4.50. Specialization. - The specific teaching, administrative or student support services assignment in which an individual may function legally within the public schools of West Virginia. Refer to Appendix A.

4.51. State Board of Education. - West Virginia Board of Education.

4.52. Superintendent. - The chief administrative officer of a legally constituted entity including a county board of education, the West Virginia Schools for the Deaf and Blind, West Virginia Department of Education, a regional education service agency or any non-public school in West Virginia.

4.53. Teaching Experience. - Classroom teaching or student support services experience within the specialization(s) and grade levels reflected on the educator's license.

4.54. Validity Period. - The time period for which a license is valid as reflected by the effective and expiration dates.

4.55. Vanity Press Publication. - Publication of a book that is a compilation of the works of other authors rather than the writings of the named author(s).

4.56. Vocational B.A. Plus 15. - Completion of the course work for issuance of the Vocational License plus: 1) 15 semester hours of approved undergraduate course work from an accredited institution of higher education as defined in §126-136-4.2 or 2) 225 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8.

4.57. Vocational M.A. - Completion of the course work for issuance of the Vocational License plus: 1) 30 semester hours of approved undergraduate course work from an accredited institution of higher education as defined in §126-136-4.2 or 2) 450 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8.

4.58. Vocational M.A. Plus 15. - Completion of the course work for issuance of the Vocational License plus: 1) 45 semester hours of approved undergraduate course work from an accredited institution of higher education as defined in §126-136-4.2 or 2) 675 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8.

4.59. Vocational M.A. Plus 30. - Completion of the course work for issuance of the Vocational License plus: 1) 60 semester hours of approved undergraduate course work from an accredited institution of higher education as defined in §126-136-4.2 or 2) 900 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. A vocational educator who holds a permanent Vocational Certificate granted under previous regulations and a bachelor's degree may qualify for the M.A. Plus 30 salary classification.

4.60. Vocational M.A. Plus 45. - Completion of the course work for issuance of the Vocational License plus: 1) 75 semester hours of approved undergraduate course work from an accredited institution of higher education as defined in §126-136-4.2 or 2) 1125 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. A vocational educator who holds a permanent Vocational License granted under previous regulations and has completed a bachelor's degree plus 15 semester hours of graduate credit may qualify for the M.A. Plus 45 salary classification.

4.61. Vocational M.A. Plus 60. - Completion of the course work for issuance of the Vocational License plus: 1) 90 semester hours of approved course work from an accredited institution of higher education as defined in §126-136-4.2 or 2) 1350 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8.

A vocational educator who holds a permanent Vocational License granted under previous regulations and has completed a bachelor's degree plus 30 semester hours of graduate credit may qualify for the M.A. Plus 60 salary classification.

4.62. **Warranty Retraining.** - Additional schooling for a high school graduate who received a warranty but does not perform at the stated level of proficiency.

4.63. **West Virginia Board for Professional Teaching Standards.** - The official body representative of the educational community, with the majority representing classroom teachers, that is responsible for 1) reviewing and recommending to the state board of education standards for the licensure of educational personnel; 2) hearing appeals related to licensure; and 3) any other duties related to licensure as assigned by the state board of education.

§126-136-5. Legal Bases for Licensure.

5.1. West Virginia Board of Education.

5.1.1. The education of professional educators in the state shall be under the general direction and control of the state board of education (W.V. Code §18A-3-1).

5.1.2. The state board of education, after consultation with the West Virginia Board for Professional Teaching Standards, shall adopt standards for the education of professional educators in the state and for the awarding of licenses valid in the public schools of this state (W.V. Code §18A-3-1).

5.2. State Superintendent of Schools.

5.2.1. **Issuance of Licenses.** - In accordance with state board of education rules for the education of professional educators, the state superintendent of schools may issue licenses valid in this state (W.V. Code §18A-3-2a).

5.2.2. **Suspension, Revocation and Denial of Licenses.** - The state superintendent of schools may, after 10 days' notice and upon proper evidence, suspend, revoke or deny the license(s) of any educator or paraprofessional for drunkenness, untruthfulness, immorality, or for any physical, mental or moral defect which would render her/him unfit for the proper performance of her/his duties as an educator. The state superintendent of schools may suspend, revoke or deny the license(s) of any professional educator who knowingly provides fraudulent information relative to another individual's teaching credentials (W. V. Code §18A-3-6).

5.2.3. **Recall of Licenses.** - If a license has been issued through an error, oversight or misinformation, the state superintendent of schools shall have the authority to recall the license and make such corrections as will conform to the requirements of law and state board of education rules (W. V. Code §18A-3-6).

§126-136-6. Responsibilities in the Licensure Process.

6.1. There are certain underlying principles applicable to all individuals involved in the licensure process.

6.1.1. Educator. - The educator shall:

a. Familiarize Her/Himself with Licensure Requirements. - Every educator is responsible for familiarizing her/himself with the West Virginia licensure and salary classification requirements and for making application for any licensure/salary classification to which he/she is entitled. It is the educator's responsibility to ensure that he/she holds a license valid for her/his assignment.

b. Consult with Immediate Supervisor. - Each employed educator shall select, in consultation with the immediate supervisor, the professional development activities most appropriate to her/his current or anticipated assignment and long-range professional development plan. The superintendent or other central office professional designee shall approve the professional development activities to be used for revalidation and/or advanced salary classification. Failure to secure prior approval from the superintendent or designee may result in the denial of the use of certain professional development activities for the purposes of revalidation and advanced salary classifications.

c. Consult with Licensing Agency. - An educator who is not employed as an educator in West Virginia but desires to revalidate a license or secure an advanced salary classification shall select, in consultation with the licensing agency staff, the professional development activities most appropriate to her/his anticipated assignment. Failure to secure prior approval from the licensing agency may result in the denial of the use of certain professional development activities for the purposes of revalidation and advanced salary classifications.

d. Maintain Evidence of Professional Development Activities. - The educator is responsible for maintaining evidence of completion of approved professional development activities to be used for revalidation and advanced salary classifications.

e. Submission of Professional Development Activities. - For validation purposes, the educator must submit evidence of completion of approved professional development activities other than college credit to the superintendent or designee by September 1 of the year following the year in which the activities were completed.

6.1.2. Superintendent. - The superintendent shall:

a. Counsel Employees. - The superintendent or other professional designee is encouraged to advise employed educators regarding licensure requirements and to inform each educator concerning her/his professional responsibility for maintenance of her/his license, additional endorsements and/or advanced salary classifications, including the procedures by which these processes are completed. Superintendents are encouraged to notify employees at least one year in advance of the date the employees' license(s) must be revalidated.

b. Approve Professional Development Activities. - The superintendent or other professional designee shall approve appropriate professional development activities for revalidation and advanced salary classifications for the educators and paraprofessionals employed by the board of education.

c. Recommend for Licensure. - The superintendent shall recommend the issuance and revalidation, as noted, of all licenses for educators and paraprofessionals employed by the board of education.

d. Report Immorality and Neglect of Duty. - Any superintendent who knows of any immorality or neglect of duty on the part of a licensed educator or paraprofessional shall report the same, together with all the facts and evidence, to the licensing agency for appropriate action (W.V. Code §18A-3-6).

e. Employ and Assign Personnel. - The superintendent shall recommend to the board of education the most qualified applicant for each instructional, student support services and administrative position (W.V. Code §18A-4-7a). In addition, the superintendent shall ensure that each educator and paraprofessional holds appropriate licensure for her/his assignment within the first three months of employment. If an educator or paraprofessional is employed in good faith on the anticipation that he/she is eligible for a license and it is later determined that the educator or paraprofessional was not eligible, the superintendent shall be authorized to pay the educator or paraprofessional for a time not exceeding three school months or the date of notification of the ineligibility, whichever shall occur first (W.V. Code §18A-3-2).

6.1.3. Licensing Agency. - The licensing agency shall:

a. Notify Applicant of Approval or Denial of Application for Licensure. - The licensing agency shall notify, in writing, each applicant regarding the approval or denial of her/his application for licensure or salary classification.

b. Provide Technical Assistance. - The licensing agency shall provide technical assistance to individuals, boards of education and other agencies in understanding and implementing the licensure process.

c. Maintain Records. - The licensing agency serves as the repository for all licensure records, documents, and related materials. Applications, transcripts, fees, and other documents submitted for the issuance or maintenance of a license become the property of the licensing agency.

d. Waive Requirements. - The licensing agency, through the state superintendent of schools, shall have the authority to waive licensure requirements in a situation where he/she judges, after thorough investigation, that the applicant's knowledge, preparation and/or experience are adequate to justify such waiver. The applicant's written request for the waiver must justify why the waiver should be granted. The state superintendent of schools must state, in writing, the reason(s) for granting such waiver with a copy to be maintained in the applicant's records and a copy to be forwarded to the West Virginia Board for Professional Teaching Standards at its next regularly scheduled meeting.

6.1.4. Licensure Appeals Panel. - The Licensure Appeals Panel is established to allow an objective review of issues and decisions on interpretation of regulations related to an individual's application for licensure. An appeal shall be filed pursuant to the procedures outlined in §126-136-26.

§126-136-7. Authorized Licenses, Specializations, and Programmatic Levels.

7.1. West Virginia issues four types of licenses to professional personnel: a) professional license; b) vocational license; c) permit; and d) authorization. One type of license, the paraprofessional license, is granted to service personnel.

7.2. Licenses for Professional Educators.

7.2.1. Professional License. - The Professional License may be issued to an individual who meets prescribed experience and/or academic and professional standards and who has been assessed as competent to assume a role in public education in keeping with the specialization(s) and grade levels designated on this license. A Professional License may be issued in teaching, student support services, or administrative specializations.

7.2.2. Temporary Professional License. - The Temporary Professional License may be issued to an individual who meets prescribed experience and/or academic and professional standards but has not met the citizenship and/or testing requirements prescribed for issuance of the Professional License. A Temporary Professional License may be issued in teaching, student support services or administrative specializations.

7.2.3. Vocational License. - The Vocational License may be issued to an individual who has acquired prescribed vocational and/or technical skills through specific wage-earning experience and/or training and who has been assessed as competent to assume a role in public education in keeping with the specialization(s) and grade levels designated on this license. The Vocational License is equivalent to the Professional License for salary purposes.

7.2.4. Temporary Vocational License. - The Temporary Vocational License may be issued to an individual who meets prescribed experience but has not met the citizenship and/or testing requirements prescribed for issuance of the Vocational License.

7.2.5. Permit. - The Permit may be issued to an individual who does not meet the requirements for the Professional or Vocational License but who has been determined by the superintendent to be the most qualified applicant for the position.

7.2.6. Adult License. - The Adult License may be issued to an individual who meets prescribed experience and/or academic standards for teaching adults in the specialization(s) designated on the license.

7.2.7. Authorization. - The Authorization may be issued under criteria established by the state board of education to an individual who does not meet criteria for any of the above licenses or who is assigned to a position for which a specialization on the Professional or Vocational License does not exist.

7.3. Licenses for Service Personnel.

7.3.1. Paraprofessional License. - The Paraprofessional License may be issued to an individual who meets prescribed academic or equivalent standards and/or experience to work in a support capacity to assist in the facilitation of instruction and supervision of pupils while under the direction of a professional educator. An educator who holds a Professional License who is serving as a paraprofessional does not need to hold a Paraprofessional License.

7.4. Specializations.

7.4.1. Approved specializations for which licenses may be issued are found in Appendix A.

7.5. Approved Grade Levels.

7.5.1. Grade levels on a license shall relate to approved public school programs and shall be issued at the Preschool (PreK-K), Early Childhood (K-4), Middle Childhood (5-9), Adolescent (9-12), and Adult levels and combinations thereof. Elementary education may be issued at the K-6 level.

7.5.2. Grade levels reflected on licenses previously issued by the licensing agency shall remain valid.

7.6. Salary Classifications.

7.6.1. The holder of a Professional License, Temporary Professional License, Vocational License, Temporary Vocational License or previously issued Permanent Authorization endorsed for school nurse may receive a salary classification at the bachelor's, bachelor's plus 15, master's, master's plus 15, master's plus 30, master's plus 45, master's plus 60, or doctorate level provided the professional development activities used for the salary classification are in accordance with school law and the regulations of the state board of education.

7.7. Discontinuation of Permanent Licenses.

7.7.1. Effective July 1, 2000, permanent licenses, with the exception of the Adult Permit endorsed for a special interest specialization, will no longer be issued provided that any educator who received a first renewal of her/his Professional or Vocational License valid for five years effective on or before July 1, 1997 and who completes all renewal requirements prior to July 1, 2000, shall be eligible to receive the permanent Professional or Vocational License provided he/she makes application for the permanent license prior to July 1, 2002. All permanent licenses issued previously shall remain in effect unless revoked or suspended for just cause.

7.7.2. Any non-permanent license issued under previous licensure regulations shall be valid for the period for which it was issued. Upon expiration of the license, the provisions set forth in these rules shall be used to issue the applicant a new license, except as noted in §126-136-7.7.1.

7.7.3. Effective July 1, 1998, permanent Paraprofessional Licenses will no longer be issued. All permanent Paraprofessional Licenses issued previously shall remain in effect unless revoked or suspended for just cause.

§126-136-8. Dating of Licenses, Additional Endorsements, Advanced Degrees and Advanced Salary Classifications.

8.1. Dating of Licenses, Additional Endorsements, Advanced Degrees and Advanced Salary Classifications . - The effective date of the license, additional endorsement, advanced degree or advanced salary classification shall be the date of the applicant's eligibility provided the application is received by the licensing agency within three months of the date of eligibility. When the application is received by the licensing agency more than three months after the date of the applicant's eligibility, the effective date shall be the date the application is received by the licensing agency.

8.2. Expiration Date. - All licenses which reflect an expiration date shall expire June 30 of the last year of their validity irrespective of the date of issuance (W.V. Code §18A-3-2).

§126-136-9. Assignment of Professional Personnel.

9.1. Educator. - An educator who is employed within the public school system of the state shall hold a valid license for the specializations and grade levels to which he/she is assigned (W.V. Code §18A-3-2). Effective July 1, 1998, professional personnel assigned to a new position will not be allowed to teach one grade level above or below the grade levels reflected on their license. Effective July 1, 1999, no professional personnel will be allowed to teach one grade level above or below the grade levels reflected on their license.

9.2. Adult Programs. - An educator working in a program for adults who are seeking a high school diploma or warranty retraining must hold a valid license for a like assignment in a public school adolescent education program.

9.3. Home/Hospital Instruction. - An educator providing temporary home teaching or visiting teacher services, whether regular and/or special education, must hold a teaching license with an endorsement appropriate to the grade level of instruction.

9.4. Special Education Program: Out-of-School Environment.- An educator providing home teaching or visiting teacher services to eligible special education students in an Out-of-School Environment placement alternative as identified in the student's Individualized Education Program must hold a valid license with an endorsement for each area of exceptionality being served.

9.5. Special Education. - Effective July 1, 1999, personnel assigned to a new position working with special education students may: 1) deliver instruction in any content area for which they hold licensure; or 2) deliver a content area for those special education students who are not included in the regular classroom provided that the curriculum has been collaboratively developed with an educator licensed in the content area; or 3) serve in a consultative role at the grade levels for which the special education endorsement is granted. A special educator who holds an endorsement for elementary education or multisubjects may serve as the "teacher of record" for special needs students

at the middle/junior/high school level if the student's Individualized Education Plan (IEP) indicates the delivery of instruction by such a teacher and provided the subjects taught are generally within the scope (grade levels and content) of the teacher's elementary education preparation.

9.6. Curriculum Enrichment. - An individual may provide, by reason of educational or practical background and employment records, curriculum enrichment on a part-time or temporary basis in highly specialized areas. These program areas include the performing arts, professions, and vocational specializations. The board of education may utilize such personnel in accordance with a locally adopted policy provided such personnel do not replace a licensed educator.

9.7. Assignment of Elementary or Multisubjects Teachers. - Effective July 1, 1998, personnel licensed for elementary education or multisubjects may not be assigned to a new position in a departmentalized setting in seventh or eighth grade. Effective this same date, personnel licensed for elementary education or multisubjects may not be assigned to a new position to deliver physical education, art or music in a departmentalized setting.

9.8. Assignment of Long-Term Substitutes. - A long-term substitute is required to hold a license with an endorsement appropriate for the assignment. If a superintendent is unable to staff a long-term substitute position with an educator who holds an appropriate endorsement, he/she may request a waiver, in writing, from the state superintendent of schools, after receiving approval from the local board of education. The waiver request must indicate the efforts that were made to employ a fully qualified candidate. The state superintendent of schools may grant the waiver if the circumstances warrant such approval. However, the superintendent must continue to seek the services of an educator with the appropriate endorsement(s) and place this individual in the position at a time determined to be in the best interest of the students.

9.9. Contracted or RESA Services. - An educator providing contracted services or services through a Regional Education Service Agency (RESA) must hold the same licensure required for an educator employed by a board of education.

§126.136.10. Out-of-State Applicants.

10.1. Interstate Contract Concerning Qualifications of Educational Personnel. - West Virginia is a member of the Interstate Contract Administrators Association which promotes the mobility of educators across state lines. Although West Virginia has entered into contracts with selected states for teaching, student support services, administrative and vocational personnel, non-educational requirements established by the licensing agency must be met by any individual seeking licensure in West Virginia. Non-educational requirements are defined in §126-136-4.35.

10.2. Recognition of Out-of-State Licenses. - West Virginia will issue a Professional or Vocational License to an eligible applicant who holds an out-of-state license equivalent to the Professional or Vocational License or to an eligible applicant who has completed an out-of-state approved program only when the level of training and the scope of the content covered by the specialization on the out-of-state license are equivalent to the West Virginia specialization and grade levels (e.g., history does not equal social studies).

10.3. Testing for Applicants Who Completed an Out-of-State Approved Program or Who Are Seeking West Virginia Licensure Via the Experienced Educator Provisions. - See §126-136-14.1.3f.

§126.136.11. Tuition Reimbursement for Educators.

11.1. General Criteria. - An educator may apply for tuition reimbursement provided he/she: 1) is employed on a probationary or continuing contract and in a public school in West Virginia; 2) has a license which needs to be revalidated; 3) has completed appropriate college course work for the revalidation of the license; and 4) applies for reimbursement no later than July 15 of the school year immediately following the school year in which the course work was completed. Educators are encouraged to apply upon the completion of the course work due to the limited funds available for tuition reimbursement.

11.2. Limitations. - Only the cost for tuition of college credit used for the revalidation of a license may be reimbursed. Each educator is limited to reimbursement for a maximum of six semester hours of credit for the revalidation of any one license and a total of fifteen semester hours for each educator. Funds for reimbursement are subject to an annual appropriation by the West Virginia Legislature. Individuals are reimbursed on a first come, first served basis.

§126-136-12. Recognition of Degrees, Course Work and Professional Development Activities for Licensure and Advanced Salary Classifications.

12.1. Bachelor's Degree. - Only a bachelor's degree earned from an accredited institution of higher education, as defined in §126-136-4.2, approved to offer a bachelor's degree may be recognized for licensure and salary purposes.

12.2. Master's Degree. - Only a master's degree earned in an accredited institution of higher education, as defined in §126-136-4.2, approved to offer a master's degree and in a curriculum related to the public school program may be recognized for licensure and salary purposes (W.V. Code §§18A-3-3 and 18A-4-1).

12.3. Doctorate. - Only a doctorate earned in an accredited institution of higher education, as defined in §126-136-4.2, approved to offer a doctorate and in a curriculum related to the public school program may be recognized for licensure and salary purposes (W.V. Code §18A-4-1).

12.4. Degrees and Course Work from Unaccredited Colleges. - Degrees and/or course work from unaccredited institutions of higher education are not recognized for licensure or salary purposes. An applicant who completed a state approved program through an unaccredited college must complete appropriate degree requirements from an accredited college before licensure may be granted.

12.5. Recognition of College Credit for Revalidation and Salary Purposes. - Only unduplicated course work related to the public school program completed through an accredited institution of higher education, as defined in §126-136-4.2, and subsequent to the issuance of the license being revalidated and within the five year period immediately preceding the date of application may be

used for revalidation of a license. Only unduplicated course work from an accredited institution of higher education related to the public school program may be used for revalidation or an advanced salary classification.

12.6. Recognition of Other Professional Development Activities for Revalidation and Advanced Salary Purposes. - Only unduplicated professional development activities related to the public school program and completed subsequent to the issuance of the license being revalidated and within the five year period immediately preceding the date of application shall be accepted for revalidation purposes. Only unduplicated professional development activities related to the public school program shall be accepted for advanced salary purposes. Professional development activities must be selected in consultation with the immediate supervisor and approved by the superintendent. Continuing education units shall be converted to clock hours as defined in §126-136-4.10.

12.7. Related to the Public School Program. - For purposes of revalidation and advanced salary classifications, "related to the public school program" shall mean: 1) any course offering included in a degree program in the field of education; 2) content and/or professional education course work or professional development activities related to current licensure ; 3) content and/or professional education course work required for an additional endorsement; 4) professional development/special topics course work or professional development activities approved by the licensing agency; 5) course work or professional development activities identified in the personnel evaluation process; 6) course work or professional development activities related to technology for education; and/or 7) course work or professional development activities related to the mission and goals of the school organization.

12.8. Professional Development Activities Acceptable for Revalidation and Advanced Salary Purposes: - While the licensing agency encourages activities outside the employment term, nothing precludes the use of activities that occur within the employment term for revalidation and/or advanced salary classifications. The professional development activities acceptable for revalidation and/or advanced salary classifications include:

12.8.1. College/University Credit - The credit must be related to the public school program as defined in §126-136-12.7 and verified by an official seal-bearing transcript.

12.8.2. Professional Conference. - The professional conference must be four or more hours in length. Only time spent in the portions of the conference program that contribute to the participant's professional knowledge, competence, performance or effectiveness in education shall be accepted. A participant can acquire no more than 45 clock hours annually through professional conferences. Verification of participation shall include documents such as the conference program, letter of invitation, acceptance and thank you, employing educational agency approved leave request, conference participation list and/or certificate of attendance/completion.

12.8.3. Curriculum Development/Instructional Materials Adoption Committees. - Activities in this category must be coordinated by the employing educational agency or other regional, state, national or international educational agency or organization. A participant can acquire no more than 45 clock hours annually through participation in these activities. Verification of participation shall include the number of hours of participation and the signature of the official responsible for the activity.

12.8.4. Publication of a Book. - A book published by the educator as the major author or co-author shall be accepted provided the book is published for purchase and contributes to the education profession and/or the body of knowledge of the endorsement area(s). A maximum of 90 clock hours shall be awarded for the publication. Verification shall include a copy of the published book, copyright for the completed work in the field of theater, fine arts or music or publisher's letter of publication date. Vanity press publications shall not be accepted.

12.8.5. Publication of Article or Final Grant Report. - The article must be published in a refereed professional publication and must contribute to the effective practice of the education profession and/or to the body of knowledge of the endorsement area(s). If a grant, it must be approved by the employing educational agency. A maximum of 45 clock hours shall be awarded for each article or grant report. Verification of completion shall include a copy of the published article, a copy of the final grant report or publisher's letter of publication date.

12.8.6. Educational Travel. - The itinerary and educational goals must be submitted to the superintendent or other central office professional designee through the immediate supervisor prior to the travel. A participant can acquire no more than 45 clock hours annually through educational travel. Verification of completion shall include a daily log of activities and lesson plans incorporating the information acquired through the educational travel.

12.8.7. Institutes/Academies. - The institute/academy must be four or more hours in length. Only time spent in the portions of the institute/academy that contribute to the participant's professional knowledge, competence, performance or effectiveness in education shall be accepted. A participant can acquire no more than 45 clock hours annually through institutes or academies. Verification of participation shall include the number of hours of participation and the signature of the official responsible for the institute/academy.

12.8.8. College/University or Business Collaboration. - The collaboration may include: 1) participation in an exchange program with a college/university or business or 2) supervision of prospective educators. A participant may acquire no more than 45 clock hours annually through the college/university or business collaboration. Verification of participation shall include a written summary/journal of project activities, documentation of a pilot program resulting from the collaboration, and a list of the participants. Supervisors of prospective educators shall provide verification from the college/university for which services were rendered.

12.8.9. Education Agency Professional Development Activity. - A participant may acquire no more than 90 clock hours annually through professional development activities offered by the West Virginia Department of Education, Center for Professional Development, regional education service agency, county school district or school. Only professional development activities that contribute to the participant's professional knowledge, competence, performance or effectiveness in education shall be accepted. Verification of participation shall include the participant list from the educational agency responsible for the activity or a certificate of completion/attendance.

§126-136-13. Common Licensure Requirements.

13.1. General Requirements. - A license to work in the public schools of West Virginia may be granted to an applicant who is: 1) a United States citizen, 2) of good moral character, 3) physically, mentally and emotionally qualified to perform the duties to which he/she is assigned, and 4) has attained the age of eighteen years on or before the first day of October of the year in which the license is issued (W.V. Code §18A-3-2a).

13.2. Grade Point Average:

13.2.1. For Issuance of an Original License. - A minimum overall grade point average of 2.5 for all college/university course work attempted or a 3.0 in the last 50% of the course work completed is required for issuance of any license. The scholastic requirements shall be computed using the 4.0 scale, including the discretionary academic forgiveness provisions, approved by the higher education governing boards.

13.2.2. For Issuance of Additional Endorsements. - For an individual who already holds a West Virginia Professional License, the 2.5 grade point average will be required only in the area(s) for which additional licensure is being requested. All required and elective courses completed for the endorsement shall be used in computing the grade point average regardless of the date of completion. If the institution of higher education's approved program requires a grade point average that exceeds the state minimum of 2.5 for the new endorsement, the grade point average specified by the college or university shall supersede the state minimum.

13.2.3. For Extension of Grade Levels on an Existing Endorsement. - The applicant shall include only those courses taken after July 1, 1994 to satisfy the 2.5 grade point average.

13.2.4. For Revalidation of a License. - College/university credit completed for the revalidation of a license must reflect a 3.0 average.

13.3. Background Check. - Effective July 1, 1998, a background check which includes the Federal Bureau of Investigation (FBI) and state police records shall be required for an applicant requesting initial West Virginia licensure. The cost of the background check shall be the responsibility of the applicant.

13.4. Beginning Educator/Principal Internship. - An educator who assumes her/his first teaching, student support services, principal, assistant principal or building level vocational administrator assignment must successfully complete the Beginning Educator/Principal Internship appropriate for the assignment. An educator who has successfully completed three years of out-of-state experience in the same area (teaching, student support services, principalship, assistant principalship, building level vocational administration) for which he/she is employed in West Virginia is exempt from completing the Beginning Educator/Principal Internship.

13.5. Licensure and Related Fees. - A non-refundable processing fee, established by the licensing agency, shall be charged for all applications and requests for copies of records.

§126-136-14. Professional Teaching License or Professional Student Support Services License.

14.1. Provisional Professional Teaching License or Provisional Student Support Services License:

14.1.1. General Criteria. - A Provisional Professional Teaching License or Support Services License may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.2; 2) the general requirements specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; 5) the tests specified in §126-136-14.1.3f; and 6) one of the conditions for issuance identified in §126-136-14.1.3. A Provisional Professional License may be issued in the teaching or support services specializations identified in Appendix A. The Provisional Professional Teaching or Support Services License shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

14.1.2. Validity Period. - The Provisional Professional Teaching or Student Support Services License shall be valid for three school years and shall expire on June 30 of the last year of its validity. An educator who graduates in December or whose Professional License is effective on or after January 1 may be issued a Provisional Professional License valid for a maximum of 3 ½ years.

14.1.3. Conditions for Issuance. - The applicant for a Provisional Professional Teaching or Student Support Services License must submit evidence of satisfying the following:

a. Completion of an Institution of Higher Education's State Approved Program. - Successful completion of an accredited institution of higher education's state-approved program and the recommendation of the designated official at the college or university through which the program was completed. An applicant who completed the approved program through an accredited college or university outside of West Virginia may present a photostatic copy of the valid out-of-state professional license or a letter of eligibility from the other state's licensing agency in lieu of the college or university recommendation; **OR**

b. Successful Educational Experience. - Three years of successful out-of-state experience as an educator within the seven years immediately preceding the date of application and a valid out-of-state professional license. The experience must have been on at least a one-half time basis. Both the out-of-state license and the experience must be in the specialization(s) for which West Virginia licensure is requested; **OR**

c. Alternative Program for the Education of Teachers (APET). - Successful completion of a state approved APET program and the recommendation of the designated official (W. V. Code §18A-3-1a); **OR**

d. Alternative Delivery Program by an Institution(s) of Higher Education. - Holds a minimum of a bachelor's degree in a content area related to the K-12, 5-12, or 9-12 specialization for which licensure is requested and successfully completes a state approved alternative delivery program that incorporates the content and professional education standards

approved by the state board of education (See 126CSR114 Policy 5100). The program may be developed and/or delivered by an institution of higher education or a consortium of institutions; **OR**

e. National Board Certification. - Holds certification from the National Board for Professional Teaching Standards in the specialization(s) and grade levels for which West Virginia licensure is requested;

AND

f. Licensing Agency Adopted Tests. - Unless identified as an exception in §126-136-14.1.3.f.D, an educator must satisfy the minimum proficiency levels, as adopted by the state board of education, in:

A. PreProfessional Skills. - Praxis I-PreProfessional Skills Tests in reading, writing and mathematics; **AND**

B. Content Specialization(s). - Praxis II-Content Specialization Test(s) for each specialization for which licensure is requested, if a test is required; **AND**

C. Professional Education. - Principles of Learning and Teaching Praxis Test that includes at least a portion of the grade levels indicated on the anticipated license. This test is required for educators completing a West Virginia state approved program after September 1, 1997 and any educator from out-of-state whose application for West Virginia licensure is received by the licensing agency on or after September 1, 1997.

D. Exceptions. - An individual who holds certification through the National Board for Professional Teaching Standards is not required to pass any of the required tests. An individual who holds a West Virginia Professional Certificate or who attained, from a single administration, a composite score of 26 on the American College Test (ACT) or 1035 on the Scholastic Achievement Test (SAT) is exempt from the PreProfessional Skills Tests. The Professional Education Test is not required for an educator seeking West Virginia licensure in a student support services or administrative specialization.

14.2. Revalidation of the Provisional Professional Teaching License or Provisional Professional Student Support Services License.

14.2.1. For Licenses Based on the Bachelor's Degree. - The holder of a Provisional Professional License with less than a master's degree must complete three semester hours of appropriate college/university credit for the first revalidation of the Provisional Professional Teaching License or Provisional Professional Student Support Services License. Thereafter, the holder may alternate each revalidation with three semester hours of college/university credit and 45 clock hours of approved professional development activities defined in §126-136-12.8; however, each alternating revalidation must be based on college/university credit. A combination of college credit as equated to clock hours in §126-136-4.47 and other professional development activities identified in §126-136-12.8 may be used to satisfy the 45 clock hours.

14.2.2. For Licenses Based on a Minimum of the Master's Degree. - The holder of a Provisional Professional License based on a master's degree or higher may complete either three

semester hours of college/university credit or 45 clock hours of approved professional development activities defined in §126-136-12.8 for each revalidation of the Provisional Professional Teaching License or the Provisional Professional Student Support Services License. A combination of college/university credit as equated to clock hours in §126-136-4.47 and other professional development activities may be used to satisfy the 45 clock hours.

14.2.3. Recommendation of Superintendent. - The superintendent must recommend the revalidation of the license(s) for an educator employed by the board of education. An individual who is not employed as an educator in West Virginia will work directly with the licensing agency for the revalidation of her/his license.

14.3. Conversion of the Provisional Professional Teaching or Provisional Professional Student Support Services License to the Professional Teaching License or Professional Student Support Services License.

14.3.1. Conversion of the Provisional Professional License to the Professional License.- The applicant for conversion must submit evidence of satisfying the following:

a. Beginning Educator Internship. - Successful completion of the Beginning Educator Internship for classroom teachers or student support services, if applicable; **AND**

b. Professional Development Activities. - Three semester hours of appropriate college/university credit or 45 clock hours of approved professional development activities which may include a combination of college credit as equated to clock hours in §126-136-4.47 and other professional development activities, as prescribed in §126-136-14.2 and defined in §126-136-12.8; **AND**

c. Experience. - Two years of experience, one of which must be completed in West Virginia, within one or a combination of the endorsements on the Provisional Professional License; **AND**

d. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

14.3.2. Validity Period. - The Professional Teaching or Professional Student Support Services License shall continue to be valid provided the holder revalidates the license as prescribed in §126-136-14.4 with professional development activities defined in §126-136-12.8. No expiration date shall be reflected on the Professional License.

14.4. Revalidation of the Professional Teaching or Student Support Services License.

14.4.1. For Licenses Based on the Bachelor's Degree. - The holder of a Professional License with less than a master's degree must revalidate her/his Professional License every three years. The educator must complete three semester hours of appropriate college/university credit for the first revalidation of the Professional Teaching License or Professional Student Support Services License. Thereafter, the holder may alternate during each revalidation period between three semester hours of college/university credit and 45 clock hours of approved professional development activities

defined in §126-136-12.8; however, each alternating revalidation must be based on college/university credit. A combination of college/university credit as equated to clock hours in §126-136-4.47 and other professional development activities identified in §126-136-12.8 may be used to satisfy the 45 clock hours; **OR**

14.4.2. For Licenses Based on a Minimum of the Master's Degree. - The holder of a Professional License based on a master's degree or higher must revalidate her/his Professional License every five years. The educator may complete either three semester hours of college/university credit or 45 clock hours of approved professional development activities defined in §126-136-12.8 for each revalidation of the Professional Teaching License or Professional Student Support Services License. A combination of college/university credit as equated to clock hours in §126-136-4.47 and other professional development activities identified in §126-136-12.8 may be used to satisfy the 45 clock hours;

AND

14.4.3. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

14.5. Temporary Professional Teaching or Student Support Services License.

14.5.1. General Criteria. - A Temporary Professional Teaching or Student Support Services License may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited college or university as defined in §126-136-4.2 or an equivalent degree through a college or university in a foreign country; 2) the general requirements, with the exception of citizenship, specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; and 5) one of the conditions for issuance identified in §126-136-14.5.3. A Temporary Professional License may be issued in the teaching and student support services specializations identified in Appendix A. The Temporary Professional License shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools. Experience gained on the Temporary Professional License may be used for conversion purposes.

14.5.2. Validity Period. - The Temporary Professional Teaching or Student Support Services License shall be valid for one school year and shall expire on June 30. An educator who graduates in December or whose Temporary Professional License is effective on or after January 1 may be issued a Temporary Professional License valid until June 30 of the following school year.

14.5.3. Conditions for Issuance.- The applicant for the Temporary Professional License must submit evidence of satisfying the following:

a. Out-of-State Approved Program. - Successful completion of an out-of-state accredited institution of higher education's state approved program without the required tests in PreProfessional Skills, Content and/or Professional Education; **OR**

b. Out-of-State Experience. - Three years of successful out-of-state experience as an educator within the seven years immediately preceding the date of application and a valid out-

of-state professional license in the area for which West Virginia licensure is requested, without the required tests in PreProfessional Skills, Content and/or Professional Education; **OR**

c. Foreign Credentials. - Verification by a recognized foreign credential evaluating agency that the applicant has completed the equivalent of an approved educational preparation program in the United States and in a specialization offered in West Virginia, with or without the required tests in PreProfessional Skills, Content and/or Professional Education.

14.5.4. Revalidation of the Temporary Professional License.

a. For the Applicant Lacking Only Tests in PreProfessional Skills, Content and/or Professional Education. - The Temporary Professional License granted to an individual who is lacking only the required test(s) in PreProfessional Skills, Content and/or Professional Education may not be revalidated. The applicant must pass all required tests and upgrade the Temporary Professional License to the Provisional Professional License or Professional License, whichever is applicable.

b. For the Non-Citizen. - An applicant who is lacking only United States citizenship may revalidate the Temporary Professional License two times without completing additional requirements. Every third revalidation shall require three semester hours of appropriate college/university course work or 45 clock hours of approved professional development activities as specified in §126-136-14.2 and defined in §126-136-12.8. A combination of college/university credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8 may be used to satisfy the 45 clock hours. Upon acquisition of U.S. citizenship, the applicant may apply for the Provisional Professional License or the Professional License, whichever is applicable.

c. For the Non-Citizen Lacking Tests. - The first revalidation of the Temporary Professional License for the applicant who is lacking United States citizenship and the required tests in PreProfessional Skills, Content and/or Professional Education shall require passage of all required tests. The applicant shall then follow the revalidation provisions stipulated in §126-136-14.5.4.b.

§126-136-15. Full-Time Permits for Teaching and Student Support Services.

15.1. Issuance of the Initial Full-Time Permit.

15.1.1. General Criteria. - The initial Full-Time Permit endorsed for any specialization recognized on the Professional Teaching or Student Support Services License may be granted to an individual employed for a specific assignment who has completed: 1) a minimum of a bachelor's degree through an accredited institution of higher education as defined in §126-136-4.2; 2) the general requirements specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; and 5) the conditions for issuance specified in §126-136-15.1.3.

15.1.2. Validity Period. - The Full-Time Permit shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a Permit valid until June 30 of the following school year.

15.1.3. Conditions for Issuance. - The applicant for the Full-Time Permit must submit evidence of satisfying the following:

a. Professional Development Activities. - Verification by the designated official at the institution of higher education through which the program is being completed that the applicant has completed 25% or six semester hours, whichever is greater, of the approved program in the specialization(s) for which the permit is requested; **AND**

b. Professional Commitment. - Submission of the Commitment for Permit Educators verifying the applicant's enrollment in the approved program; **AND**

c. Beginning Educator Internship. - Verification by the superintendent that the educator is enrolled in the Beginning Educator Internship for classroom teachers or student support services, if applicable; **AND**

d. Recommendation of Superintendent. - Receive the superintendent's recommendation verifying that the applicant is the most qualified candidate for the position.

e. Five Year Limit. - All requirements for the Professional Teaching or Student Support Services License must be completed within five years of the original issuance of the Full-Time Permit. The position held by an educator issued a Full-Time Permit is not subject to posting provided the educator meets the annual revalidation requirements specified in §126-136-15.2 and completes the state approved program within five years.

15.1.4. Exception for a School Nurse. - A school nurse who is employed on a Full-Time Permit is not required to have a minimum of a bachelor's degree for issuance of the original permit. Evidence of a valid registered nurse license issued by the West Virginia Board of Examiners is required.

15.2. Revalidation of the Full-Time Permit.

15.2.1. Conditions for Issuance. - The holder of a Full-Time Permit who continues to be employed in the specialization(s) reflected on the permit must submit evidence of satisfying the following:

a. PreProfessional Skills Tests. - The first revalidation of the Permit requires passage of the PreProfessional Skills Tests in reading, writing and mathematics, unless the applicant meets one of the exceptions identified in §126-136-14.1.3.f.D; **AND**

b. Professional Development Activities. - Completion of six semester hours of college/university credit reflecting a 3.0 average within the institution of higher education's state approved program in any or a combination of the specializations for which the permit is issued; **AND**

c. Beginning Educator Internship Program. - Verification by the superintendent that the educator has successfully completed the Beginning Educator Internship for classroom teachers or student support services, if applicable; **AND**

d. Recommendation of Institution of Higher Education. - Verification by the designated official at the college or university through which the program is being completed that the course work completed is part of the approved program; **AND**

e. Recommendation of Superintendent. - Receive the recommendation from the superintendent.

15.3. Extension of the Full-Time Permit for Extenuating Circumstances.

15.3.1. A superintendent may request, in writing to the state superintendent of schools, an extension of the Full-Time Permit for an employee who meets one of the three circumstances identified below. The state superintendent of schools shall render a decision; however, the permit may not be extended beyond one school year or more than once.

15.3.2. Extenuating Circumstances for Which the Full-Time Permit Can Be Extended.

a. Unavailability of Course Work. - The superintendent shall submit verification from the designated official at the college or university through which the applicant is completing the approved program that no required course work was available during the year; **OR**

b. Illness/Death. - The county superintendent shall submit the applicant's description of how a major illness of the applicant or illness/death of an immediate family member prevented the educator from completing the required course work; **OR**

c. Hardship. - The county superintendent shall submit the applicant's description of how a major hardship other than illness prevented the applicant from completing the required course work.

§126-136-16. Substitute Permits for Teaching and Student Support Services.

16.1. Initial Substitute Permit.

16.1.1. General Criteria. - The initial Substitute Permit endorsed for any specialization recognized on the Professional Teaching or Student Support Services License may be granted to an individual who is temporarily replacing the educator assigned to a specific position and who has completed: 1) a minimum of a bachelor's degree through an accredited institution of higher education as defined in §126-136-4.2; 2) the general requirements specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; and 5) the conditions for issuance specified in §126-136-16.1.3.

16.1.2. Validity Period. - The Substitute Permit shall be valid for three years and shall expire on June 30 of the last year of its validity. The Substitute Permit shall be valid for no more than three years.

16.1.3. Conditions for Issuance. - The applicant for the Substitute Permit must submit evidence of satisfying the following:

a. Professional License. - Holds an expired West Virginia Professional License or a valid or expired out-of-state Professional License endorsed for the specialization(s) consistent with the specialization for which the Substitute Permit is requested; **OR**

b. Professional Development Activities. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed 25% of six semester hours, whichever is greater, of the approved program in the specialization(s) for which the Substitute Permit is requested; **AND**

c. Professional Commitment. - Submit the Commitment for Permit Educators verifying the applicant's enrollment in the institution of higher education's state approved program; **AND**

d. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

16.2. Revalidation of the Substitute Permit.

16.2.1. Conditions for Issuance. - The holder of a Substitute Permit must submit evidence of satisfying the following:

a. PreProfessional Skills Tests. - The first revalidation of the Substitute Permit requires passage of the PreProfessional Skills Tests in reading, writing, and mathematics, unless the applicant meets one of the exceptions identified in §126-136-14.1.3.f.D; **AND**

b. Professional Development Activities. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed six semester hours of college/university credit reflecting a 3.0 average within the institution of higher education's state approved program in any or a combination of the specializations for which the permit is issued; **AND**

c. Recommendation of Superintendent. - Receive the recommendation from the superintendent.

§126-136-17. Professional Administrative License.

17.1. Provisional Professional Administrative License.

17.1.1. General Criteria. - A Provisional Professional Administrative License may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.2; 2) the general requirements specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; 5) the tests in PreProfessional Skills and content specified in §126-136-14.1.3.f; 6) three years of teaching experience within grades K-12;

7) education and training in evaluation skills; and 8) one of the conditions for issuance identified in §126-136-17.1.3. The Provisional Professional Administrative License shall be endorsed for Superintendent, Principal, or Central Office Administrator and shall indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

17.1.2. Validity Period. - The Provisional Professional Administrative License shall be valid for three school years and shall expire on June 30 of the last year of its validity. An educator who graduates in December or whose Professional License is effective on or after January 1 may be issued a Provisional Professional Administrative License valid for a maximum of 3 ½ years.

17.1.3. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying the following:

a. State Approved Program. - Successful completion of a college's or university's state approved program and the recommendation of the designated official at the college or university through which the program was completed. An applicant who completed the approved program through a college or university outside of West Virginia may present a photostatic copy of the valid out-of-state professional license or a letter of eligibility from the other state's licensing agency in lieu of the college or university recommendation; **OR**

b. Out-of-State Experience. - Three years of successful out-of-state experience as an educational leader within the seven years immediately preceding the date of application and a valid out-of-state professional administrative license. The experience must have been on at least a one-half time basis. Both the out-of-state license and the experience must be in the specialization for which West Virginia licensure is requested;

AND

c. PreProfessional Skills and Content Test. - The educator must satisfy the minimum proficiency level, as adopted by the state board of education, on the PreProfessional Skills Tests in reading, writing and mathematics, unless the applicant meets one of the exceptions specified in §126-136-14.1.3.f.D, and the content specialization test.

17.2. Revalidation of the Provisional Professional Administrative License. -The holder of a Provisional Professional Administrative License may complete three semester hours of appropriate college/university course work or 45 clock hours of approved professional development activities which may include a combination of college/university credit as equated to clock hours in §126-136-4.47 and other approved professional development activities, as stipulated in §126-136-14.2 and defined in §126-136-12.8.

17.3. Conversion of the Provisional Professional Administrative License to the Professional Administrative License.

17.3.1. Conversion of the Provisional Professional Administrative License to the Professional Administrative License. - The applicant for conversion must submit evidence of satisfying the following:

a. Beginning Principal Internship. - Verification by the superintendent that the applicant has successfully completed the Beginning Principal Internship for principal, assistant principal or building level administrator, if applicable; **AND**

b. Professional Development Activities. - Three semester hours of appropriate college/university course work or 45 clock hours of approved professional development activities which may include a combination of college/university credit as equated to clock hours in §126-136-4.47 and other professional development activities, as specified in §126-136-14.2. and defined in §126-136-12.8; **AND**

c. Experience. - Two years of experience in the specialization(s) reflected on the license, one year of which must be completed in West Virginia; **AND**

d. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

17.3.2. Validity Period. - The Professional Administrative License shall continue to be valid provided the holder revalidates the license as specified in §126-136-14.4.2. No expiration date shall be reflected on the Professional Administrative License.

17.4. Temporary Professional Administrative License.

17.4.1. General Criteria. - A Temporary Professional Administrative License may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.2 or an equivalent degree through a college or university in a foreign country; 2) the general requirements, with the exception of citizenship; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; and 5) one of the conditions for issuance identified in §126-136-17.4.3. The Temporary Professional Administrative License shall be endorsed for superintendent, principal, or central office administrator and shall indicate the specialization(s) and grade levels in which the holder may be assigned within the public schools. Experience gained on the Temporary Professional License may be used for conversion purposes.

17.4.2. Validity Period. - The Temporary Professional Administrative License shall be valid for one school year and shall expire on June 30. An educator who graduates in December or whose Temporary Professional License is effective on or after January 1 may be issued a Temporary Professional License valid until June 30 of the following school year.

17.4.3. Conditions for Issuance. - The applicant for the Temporary Professional License must submit evidence of satisfying the following:

a. Out-of-State Approved Program. - Successful completion of an out-of-state accredited college's or university's state approved program without the required tests in PreProfessional Skills and/or Content and/or the education and training in evaluation skills; **OR**

b. Out-of-State Experience. - Three years of successful out-of-state experience as an educator within the seven years immediately preceding the date of application and a valid out-

of-state professional administrative license in the area for which West Virginia licensure is requested, without the required tests in PreProfessional Skills and/or Content and/or the education and training in evaluation skills; **OR**

c. Foreign Credentials. - Verification by a recognized foreign credential evaluating agency that the applicant has completed the equivalent of an approved educational preparation program in the United States and in educational leadership, with or without the required tests in PreProfessional Skills and/or Content and/or the education and training in evaluation skills.

17.4.4. Revalidation of the Temporary Professional Administrative License.

a. For the Applicant Lacking Only Tests in PreProfessional Skills and/or Content and/or Training in Evaluation Skills. - The Temporary Professional Administrative License granted to an individual who is lacking only the required tests in PreProfessional Skills and/or Content and/or training in evaluation skills may not be revalidated. The applicant must pass all required tests and complete education and training in evaluation skills and upgrade the Temporary Professional Administrative License to the Provisional Professional Administrative License or Professional Administrative License, whichever is applicable.

b. For the Non-Citizen. - An applicant who is lacking only United States citizenship may revalidate the Temporary Professional License two times without completing additional requirements. Every third revalidation shall require three semester hours of appropriate college/university course work or 45 clock hours of approved professional development activities which may include a combination of college/university credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8. Upon acquisition of U.S. citizenship, the applicant may apply for the Provisional Professional Administrative License or the Professional Administrative License, whichever is applicable.

c. For the Non-Citizen Lacking Tests and/or Training in Evaluation Skills. - The first revalidation of the Temporary Professional License for the applicant who is lacking United States citizenship and the required tests in PreProfessional Skills and/or Content and/or education and training in evaluation skills shall require passage of all required tests and the education and training in evaluation skills. The applicant shall then follow the revalidation provisions stipulated in §126-136-17.4.4.b.

126-136-18. Full-Time Permit for Educational Leadership Endorsements.

18.1. Issuance of the Initial Permit.

18.1.1. General Criteria. - The initial Full-Time Permit endorsed for Superintendent, Principal, or Central Office Administrator may be granted to an individual employed for an administrative assignment who has completed: 1) a minimum of a master's degree through an accredited institution of higher education as defined in §126-136-4.2; 2) the general requirements specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2; 4) the background check specified in §126-136-13.3; 5) three years of teaching experience within grades K-12; 6) education and training in evaluation skills and 7) the conditions for issuance specified in §126-136-18.1.3.

18.1.2. Validity Period. - The Full-Time Permit shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a Permit valid until June 30 of the following school year.

18.1.3. Conditions for Issuance. - The applicant for the Full-Time Permit must submit evidence of satisfying the following:

a. Professional Development Activities. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed 25% of the approved program in the specialization(s) for which the permit is requested; **AND**

b. Professional Commitment. - Submission of the Commitment for Permit Educators verifying the applicant's enrollment in the state approved program; **AND**

c. Beginning Principal Internship. - Verification by the superintendent that the educator is enrolled in the Beginning Principal Internship, if applicable, **AND**

d. Recommendation of Superintendent. - Receive the superintendent's recommendation and verification that the applicant is the most qualified candidate for the position.

e. Five Year Limit. - All requirements for the Professional Administrative License must be completed within five years of the original issuance of the Full-Time Permit. The position held by an educator issued a Full-Time Permit is not subject to posting provided the educator meets the annual revalidation requirements specified in §126-136-18.2 and and completes the state approved program within five years.

18.2. Revalidation of the Full-Time Permit for an Educational Leadership Endorsement.

18.2.1. Conditions for Issuance. - The holder of a Full-Time Permit who continues to be employed in the specialization(s) reflected on the permit must submit evidence of satisfying the following:

a. Professional Development Activities. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed six semester hour of college/university credit reflecting a 3.0 average within the institution of higher education's state approved program in the specialization for which the permit is requested; **AND**

b. Beginning Principal Internship. - Verification by the superintendent that the educator has successfully completed the Beginning Principal Internship, if applicable, **AND**

c. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

18.3. Extension of the Full-Time Permit for Extenuating Circumstances. - The Full-Time Permit endorsed for an educational leadership specialization may be extended as indicated in §126-136-15.3.

§126-136-19. Vocational Permit.

19.1. Issuance of the Initial Full-Time Vocational Permit.

19.1.1. General Criteria. - A Full-Time Permit for teaching in a vocational secondary, post-secondary or adult program may be issued to a person who holds a high school diploma, GED or a degree, if applicable, through an accredited college or university as defined in §126-136-4.2; and has completed: 1) the general requirements specified in §126-136-13.1; 2) the minimum grade point average specified in §126-136-13.2, if applicable; 3) the background check specified in §126-136-3.3; 4) the tests specified in §126-136-19.1.3a; and 5) one of the conditions for issuance identified in §126-136-19.4.

19.1.2. Validity Period. - The Full-Time Vocational Permit shall be valid for one school year and shall expire on June 30. An educator employed on or after January 1 may be issued a Permit valid until June 30 of the following school year.

19.1.3. Common Conditions for Issuance. - The applicant for the Full-Time Vocational Permit must submit evidence of satisfying the following common conditions for issuance **AND** one of the content specific conditions for issuance identified in §126-136-19.1.4:

a. Basic Skills and Content Written Tests. - An educator must satisfy the minimum proficiency levels, as adopted by the state board of education, in:

A. Basic Skills. - Minimum proficiency levels on the California Achievement Tests in reading, writing and mathematics; **AND**

B. Content Specialization. - Minimum proficiency level on the written section of the content specialization test(s), if applicable; **AND**

b. Wage-Earning Experience. - Verification of the required years of work experience by the former employer(s) and notarized by a notary public; **AND**

c. Professional Commitment. - Submission of the Commitment for Permit Teachers verifying the applicant's enrollment in the state approved program; **AND**

d. Beginning Educator Internship. - Verification by the superintendent that the educator is enrolled in the Beginning Educator Internship, if applicable; **AND**

e. Recommendation of the Superintendent. - Receive the recommendation from the superintendent verifying that the applicant is the most qualified candidate.

19.1.4. Content Specific Conditions for Issuance. - The applicant for the Full-Time Vocational Permit must submit evidence of satisfying the common conditions for issuance and the following criteria for the specialization for which licensure is requested:

a. For Industrial and Technical Specializations.

A. Wage-Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous work experience in the occupation for which licensure is requested; **OR**

B. Bachelor's Degree. - Hold a bachelor's degree in an area related to the specialization for which licensure is requested and complete three years (6,000 clock hours) of satisfactory and reasonably continuous work experience in the area for which licensure is requested; **OR**

C. Vocational Industrial Education Program. - Enroll in an approved vocational industrial education program in the specialization for which licensure is requested. Each full year of training may count for one-half year toward the four years of required work experience; **OR**

D. Technical School. - Complete credit in an approved two or four year technical school. Each ten semester hours of approved course work may count for one year toward the four years of required work experience. However, maximum allowance for credit in lieu of experience is two years toward the four years of required work experience.

b. For Health Occupations Specializations.

A. Practical Nursing.

(a) License. - Hold a valid license as a registered nurse in West Virginia; **AND**

(b) Wage-Earning Experience. - Complete three years (6,000 clock hours) of professional wage earning experience involving "patient-side" nursing care in a long term, intermediate or acute care clinical facility such as a nursing home or hospital. The most recent experience must have been within the past three years and beyond the training period as a nurse.

B. Nursing Assistant.

(a) License. - Hold a valid license as a registered nurse in West Virginia; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience involving "patient-side" nursing care in a long term, intermediate or acute care clinical facility such as a nursing home or hospital. The most recent experience must have been within the past three years and beyond the training period.

C. Medical Assistant.

(a) Certification. - Hold a valid American Association of Medical Assistants (AAMA) Certificate; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a medical office or out-patient clinic with experience in all aspects of medical office practice, i.e. insurance, medical transcription, and clinical procedures such as treatments and examinations. The most recent experience must have been within the past three years and beyond the training period.

D. Medical Lab Technician.

(a) Certification. - Hold a valid American Society of Clinical Pathology, (ASCP) or American Medical Technology Association (AMT) or International Society for Clinical Lab Technology (ISCLT) Certificate; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a clinical laboratory in a hospital, physician's office or clinic in the performance of routine laboratory procedures in bacteriology, blood-banking, hematology, urinalysis and serology. The most recent experience must have been within the past three years and beyond the training period.

E. Dental Assistant.

(a) Certification. - Hold a valid Dental Assistant National Board (DANB) Certificate; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a dental office with practice, i.e., scheduling, billing and chair side assisting. The most recent experience must have been within the past three years and beyond the training period.

F. Dental Lab Technician.

(a) Certification. - Hold a valid National Board for Certification (NBC) Certificate; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of wage earning experience in a dental laboratory, dental office or dental clinic in the fabrication of dental restorations. The most recent experience must have been within the past three years and beyond the training period.

G. Other Health Occupations.

(a) Certification. - Hold a valid certificate or license from the appropriate state and/or national organization or agency, when applicable; **AND**

(b) Wage-Earning Experience. - Complete two years (4,000 clock hours) of recent wage earning experience above and beyond the training period in the occupation to be taught.

c. Coordinator of Cooperative Education.

A. License. - Hold a Vocational License or a Professional License endorsed for a vocational-technical specialization; consumer/homemaking, agriculture, marketing, technology education or business education; **AND**

B. Wage-Earning Experience. - Complete a minimum of one year (2,000 clock hours) of related wage earning experience in a non-teaching position.

d. Occupational Home Economics.

A. Wage-Earning Experience. - Complete four years (8,000 clock hours) of satisfactory and reasonably continuous wage earning experience in the specialization for which licensure is requested; **OR**

B. Degree. - Hold a bachelor's degree in an area related to the specialization for which licensure is requested; **AND**

C. Wage-Earning Experience. - Complete three years (6,000 clock hours) of satisfactory and reasonably continuous wage earning experience in the specialization for which licensure is requested.

19.2. Revalidation of the Vocational Permit.

19.2.1. Conditions for Issuance. - The holder of a Full-Time Vocational Permit who continues to be employed in the specialization(s) reflected on the permit must submit evidence of satisfying the following:

a. Content Performance Test. - The first revalidation of the Vocational Permit requires passage of the performance section of the content specialization test, if applicable; **AND**

b. Professional Development Activities. - Verification by the designated official at the college or university through which the program is being completed that the applicant has completed six semester hours of college/university credit reflecting a 3.0 average within the state approved program; **AND**

c. Beginning Educator Internship. - Verification by the superintendent that the educator has successfully completed the Beginning Educator Internship, if applicable; **AND**

d. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

§126-136-20. Vocational License.

20.1. Initial Vocational License.

20.1.1. General Criteria. - A Vocational License for teaching in a vocational secondary, post-secondary or adult program may be issued to a person who holds a high school diploma, GED, or a degree, if applicable, through an accredited college or university as defined in §126-136-4; and has completed: 1) the general requirements specified in §126-136-13.1; 2) the minimum grade point average specified in §126-136-13.2, if applicable; 3) the background check specified in §126-136-3.3; 4) the work and training experience required for issuance of the Vocational Permit, if applicable; 5) the tests specified in §126-136-19.1.3a and §126-136-19.2.1a; and 6) one of the conditions for issuance identified in §126-136-20.1.3. A Vocational License may be issued in the vocational specializations identified in Appendix A. The Vocational License shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

20.1.2. Validity Period. - The Vocational License shall continue to be valid provided the holder revalidates the license as specified in §126-136-20.2. No expiration date shall be reflected on the Vocational License.

20.1.3. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying the following:

a. State Approved Program. - Successful completion of an institution of higher education's state approved program and the recommendation of the designated official at the college/university through which the program was completed; **AND**

b. Experience. - Two years of experience within one or a combination of the endorsements on the Vocational Permit. **AND**

c. Beginning Educator Internship. - Verification by the superintendent that the applicant has successfully completed the Beginning Educator Internship, if applicable; **AND**

d. Recommendation of Superintendent. - Receive the recommendation from the superintendent; **OR**

e. Successful Educational Experience. - Three years of successful out-of-state experience as an educator within the seven years immediately preceding the date of application and a valid out-of-state vocational license. Both the out-of-state license and the experience must be in the specialization(s) for which West Virginia licensure is requested.

20.2. Revalidation of the Vocational License.

20.2.1. For Licenses Based on Less than the Bachelor's Degree. - The holder of a Vocational License with less than a bachelor's degree must revalidate her/his Vocational License every three years. The educator must complete three semester hours of appropriate college/university credit for the first revalidation of the Vocational License. Thereafter, the holder may alternate during

each revalidation period between three semester hours of college/university credit or 45 clock hours of approved professional development activities, which may include a combination of college/university credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8; however, each alternating revalidation shall be based on college/university credit; **OR**

20.2.2. For Licenses Based on a Minimum of a Bachelor's Degree. - The holder of a Vocational License based on a bachelor's degree or higher must revalidate her/his Vocational License every five years. The educator may complete either three semester hours of college/university credit or 45 clock hours of approved professional development activities, which may include a combination of college/university credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8 for each revalidation of the Vocational License;

AND

20.2.3. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

20.3. Temporary Vocational License.

20.3.1. General Criteria. - A non-renewable Temporary Vocational License may be issued to an educator who is seeking West Virginia licensure via the experienced educator provisions specified in §126-136-20.1.3b and who has not passed the required tests in Basic Skills and/or Content. To upgrade this license to the Vocational License, the educator must pass all required tests.

§126-136-21. Substitute Vocational Permit.

21.1. Initial Substitute Vocational Permit.

21.1.1. General Criteria. - A Substitute Vocational Permit for teaching in a vocational secondary, post-secondary or adult program may be issued to a person who holds a high school diploma, GED, or a degree, if applicable, through an accredited college or university as defined in §126-136-4.2; and has completed: 1) the general requirements specified in §126-136-13.1; 2) the minimum grade point average specified in §126-136-13.2, if applicable; 3) the background check specified in §126-136-3.3; and 4) one of the conditions for issuance identified in §126-136-21.4.

21.1.2. Validity Period. - The Substitute Vocational Permit shall be valid for three school years and shall expire on June 30 of the last year of its validity. No Substitute Vocational Permit shall be valid for more than three years.

21.1.3. Common Conditions for Issuance. - The applicant for the Substitute Vocational Permit must submit evidence of satisfying the following common conditions for issuance **AND** one of the content specific conditions for issuance identified in §126-136-21.1.4:

a. Wage-Earning Experience. - Verification of the required years of work experience by the former employer(s) and notarized by a notary public; **AND**

b. Professional Commitment. - Submission of the Commitment for Permit Teachers verifying the applicant's enrollment in the licensing agency's approved program; **AND**

c. Recommendation of Superintendent. - Receive the recommendation from the superintendent.

21.1.4. Content Specific Conditions for Issuance. - The applicant for the Substitute Vocational Permit must submit evidence of satisfying the common conditions for issuance and the following criteria for the specialization for which licensure is requested:

a. For Industrial and Technical or Occupational Home Economics Specializations. —

A. Wage-Earning Experience. - Complete six years (12,000 clock hours) of satisfactory and reasonably continuous work experience in the occupation for which licensure is requested; **OR**

B. Bachelor's Degree. - Hold a bachelor's degree in an area related to the specialization for which licensure is requested and complete three years (6,000 clock hours) of satisfactory and reasonably continuous work experience in the area for which licensure is requested; **OR.**

C. Enrollment in Approved Program. - Enroll in an approved vocational industrial education program in the specialization for which licensure is requested. Each full year of training may count for one-half year toward the four years of required work experience; **OR**

D. Technical School. - Complete credit in an approved two or four year technical school. Each ten semester hours of approved course work may count for one year of wage earning experience. However, maximum allowance for credit in lieu of experience is two years toward the four years of required work experience.

b. For Health Occupations Specializations. - An applicant requesting a Substitute Vocational Permit shall meet the requirements for issuance of the Vocational Permit as stipulated in §126-136-19.4.b.

21.2. Revalidation of the Substitute Vocational Permit.

21.2.1. Conditions for Issuance. - The holder of a Substitute Vocational Permit must submit evidence of satisfying the following:

a. Professional Development Activities. - Completion of six semester hours of college/university credit reflecting a 3.0 average within the state approved program; **AND**

b. Recommendation of Institution of Higher Education. - The recommendation of the designated official at the college/university through which the state approved program is being completed, verifying that the course work completed is part of the approved program; **AND**

c. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

§126-136-22. Adult Licenses

22.1. Initial Adult License.

22.1.1. General Criteria. - An Adult License for teaching in an adult program may be issued to a person who holds a high school diploma, GED, or a degree, if applicable, through an accredited college or university as defined in §126-136-4; and has completed: 1) the general requirements specified in §126-136-13.1; 2) the minimum grade point average specified in §126-136-13.2, if applicable; 3) the background check specified in §126-136-3.3; and 4) one of the conditions for issuance identified for the specialization requested.

22.1.2. Validity Period. - The Adult License endorsed for any specialization except the special interest specializations shall be valid for five years and shall expire on June 30 of the last year of its validity. These licenses shall not be valid for more than five years. The Adult License endorsed for the special interest specializations shall be issued permanently.

22.1.3. Adult Basic Education.

a. Initial Adult License Endorsed for Adult Basic Education.

A. The applicant for the Adult License must submit evidence of satisfying the following:

(a) Degree. - A bachelor's degree from an accredited institution of higher education as defined in §126-136-4.2.

b. Revalidation of the Adult License Endorsed for Adult Basic Education.

A. The applicant for revalidation of the Adult License must submit evidence of satisfying the following:

(a) Professional Development Activities. - Six semester hours of college/university course work prescribed for issuance of a Professional Teaching License or in a program of adult education; **AND**

(b) Professional Development Activities. - Fifteen clock hours of adult basic education professional development activities approved by the licensing agency; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation of the superintendent.

22.1.4. Vocational Industrial, Technical, Health Occupations or Occupational Home Economics.

a. Initial Adult License Endorsed for Vocational Industrial, Technical, Health Occupations or Occupational Home Economics.

A. The applicant for the Adult License must submit evidence of satisfying the general criteria specified in §126-136-21.1.1; the common conditions for issuance specified in §126-136-21.1.3 and the content specific conditions for issuance of a Substitute Vocational Permit as stipulated in §126-136-21.1.4.

b. Revalidation of the Adult License Endorsed for Vocational Industrial Technical, Health Occupations or Occupational Home Economics.

A. Recommendation of the Superintendent. - Receive the recommendation of the superintendent.

22.1.5. Emergency Medical Technician.

a. Initial Adult License.

A. License. - Hold a current West Virginia EMT or Paramedic license;

AND

B. Wage-Earning Experience. - Complete four years (8,000 clock hours) of recent work experience, which may include emergency room or emergency medical care, beyond the training period in the occupation to be taught; **AND**

C. Test. - Scores reflecting a minimum of 85% on the National Registry or West Virginia EMT certification or recertification examination; **AND**

D. Certification. - Hold current CPR instructor certification; **AND**

E. Professional Development Activities. - Complete an approved instructor course; **AND**

F. Field-Based Experience. - Successfully complete the field-based experience in EMT instructor training; **AND**

G. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

b. Revalidation of the Adult License Endorsed for Emergency Medical Technician.

A. License. - Hold current EMT or paramedic license; **AND**

B. Certification. - Hold current CPR instructor certification; **AND**

C. Teaching Experience. - Complete 27 hours of teaching activity in an approved EMT basic or refresher course subsequent to the issuance of the license being revalidated; **AND**

D. Evaluation. - Serve as an evaluator for at least one practical examination subsequent to the issuance of the license being revalidated; **AND**

E. Professional Development Activities. - Attend at least three approved instructor seminars subsequent to the issuance of the license being revalidated; **AND**

F. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

22.1.6. Business or Marketing.

a. Initial Adult License Endorsed for Business or Marketing.

A. Wage-Earning Experience. - Complete three years (6,000 clock hours) of successful wage earning experience in the occupation for which licensure is requested; **AND**

B. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

b. Revalidation of the Adult License Endorsed for Business or Marketing.

A. Recommendation of the Superintendent. - Receive the recommendation of the superintendent.

22.1.7. Adult Special Interest.

a. Permanent Adult License.

A. Education Record. - Submit official copy of education record; **AND**

B. Competence. - Submit evidence of competence to teach in the specialization for which licensure is requested; **AND**

C. Recommendation of Employer/Knowledgeable Person. - Recommendation from an employer in the skill related to the employment or a recommendation from a person knowledgeable of her/his competence; **AND**

D. Recommendation of Superintendent. - Receive the recommendation of the superintendent.

E. Approved Special Interest Specialization. - Specializations for teaching in an approved special interest course include aging and retirement, Americanization and citizenship,

arts and crafts, fine arts, drama and music, parent education, recreation, home-making, languages and literature.

§126-136-23. Authorizations.

23.1. Initial Authorization.

23.1.1. General Criteria. - An Authorization may be issued to a person who has completed: 1) the minimum degree specified in Appendix A through an accredited institution of higher education as defined in §126-136-4.2, if applicable; 2) the general requirements specified in §126-136-13.1; 3) the minimum grade point average specified in §126-136-13.2, if applicable; 4) the background check specified in §126-136-3.3 and 5) the conditions for issuance specified for the specialization for which licensure is requested. The Authorization shall be endorsed to indicate the specialization(s) and grade levels in which the holder can be legally assigned within the public schools.

23.1.2. Validity Period. - An Authorization shall be valid for one school year and shall expire on June 30. An applicant employed in a specialization other than coaching on or after January 1 may be issued an Authorization valid until June 30 of the following school year. The Authorization endorsed for coaching shall expire June 30 of the current school year. Permanent Authorizations issued previously shall remain in effect unless revoked or suspended for just cause.

23.1.3. Conditions for Issuance. - The applicant for an Authorization must submit evidence of satisfying the specific conditions for issuance for the specialization for which licensure is requested:

a. Alternative Education Programs.

A. Initial Authorization. - The applicant must:

(a) West Virginia Professional Teaching License. - Hold a valid West Virginia Professional Teaching License; **AND**

(b) Demonstrated Competence. - Meet the selection criteria for being able to work with troubled and disruptive youth as established in WV126CSR20 "Regulations for Alternative Education Programs for Disruptive Students" (Policy 2418); **AND**

(c) Recommendation of Superintendent. - Receive the recommendation from the the superintendent verifying that the applicant is the most qualified candidate for the position.

(d) Standards. - The state board of education shall work with the West Virginia Board for Professional Teaching Standards to develop additional standards for issuance of this authorization which shall be made available to all educators.

B. Revalidation of the Authorization for Alternative Education Programs.

(a) Recommendation of Superintendent. - Receive the recommendation from the superintendent verifying that the applicant is the most qualified candidate for the position.

b. Audiologist For Hearing Screenings and Audiological Evaluations.

A. Initial Authorization. - The applicant must:

(a) Degree. - Hold a master's degree from an accredited institution of higher education as defined in §126-136-4.2; **AND**

(b) License. - Hold a valid Certificate of Clinical Competence for audiology from the American Speech and Hearing Association; **AND**

(c) Recommendation of Superintendent. - Receive the recommendation from the superintendent.

(d) Limitations. - An audiologist providing services on an Authorization may conduct only hearing screenings and audiological evaluations.

B. Revalidation of the Authorization for Audiologist. - The applicant must:

(a) License. - Hold a valid Certificate of Clinical Competence for audiology from the American Speech and Hearing Association; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation from the superintendent.

c. Coaching.

A. Initial Authorization.- The applicant must:

(a) High School Diploma or GED. - Hold a minimum of a high school diploma or GED; **AND**

(b) Contract. - Be employed under a contract with a board of education to serve as a coach; **AND**

(c) Professional Development Activities. - Complete approved training if the sport falls within the jurisdiction of the West Virginia Secondary School Activities Commission (WVSSAC) or approved local board of education training if the sport is not within the jurisdiction of the WVSSAC; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation from the superintendent verifying that no currently employed, professionally licensed educator applied for the position.

(e) Continued Employment. - A coach who previously received an Authorization based on less than a high school diploma or GED and has had no break in service may continue to receive an Authorization.

B. Revalidation of the Authorization for Coaching. - The applicant must:

(a) Contract. - Be employed under a contract with a board of education to serve as a coach; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation from the superintendent verifying that no currently employed, professionally licensed educator applied for the position and the applicant is the most qualified candidate for the position.

d. Junior ROTC.

A. Initial Authorization and Revalidation. - The applicant must:

(a) Letter of Certification. - Provide a photostatic copy of a valid certificate or letter of certification verifying that the applicant has been approved by the appropriate branch of the armed services to provide Junior ROTC instruction; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation from the superintendent verifying that the applicant is the most qualified candidate for the position.

e. Licensed Psychologists For Test Administration and Interpretation.

A. Initial Authorization. - The applicant must:

(a) Valid License. - Provide a photostatic copy of a valid license issued by the West Virginia Board of Examiners of Psychologist; **AND**

(b) Academic and Experiential Background. - Provide evidence of academic and/or experiential background in educational and psychological foundations, theoretical foundations of statistical, testing, and research techniques, and collecting data to identify children with specialized needs; **AND**

(c) Experience in Test Administration and Interpretation. - Provide evidence of experience in test administration and interpretation with school age populations; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation from the superintendent.

(e) Limitations. - A licensed psychologist providing services on an Authorization is restricted to test administration and interpretation.

B. Revalidation of the Authorization for Licensed Psychologist. - The applicant must:

(a) Valid License. - Provide a photostatic copy of a valid license issued by the West Virginia Board of Examiners for Psychologists; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation from the superintendent.

f. Out-of-Field Authorization for Teaching.

A. Initial Out-of-Field Authorization. - The applicant must:

(a) Valid License. - Hold a valid West Virginia Professional Teaching License; **AND**

(b) Board of Education Approval. - Be approved by the local board of education; **AND**

(c) Recommendation of Superintendent. - Receive the recommendation from the superintendent verifying that the applicant is the best candidate for the position.

(d) Limitations. - Out-of-Field Authorizations are restricted to teaching specializations and will be granted only if the applicant does not qualify for a Permit. Such positions are not subject to posting provided the applicant meets the annual revalidation requirements.

(e) Extension. - An Out-of-Field Authorization may be extended as indicated in §126-136-T5.3.

B. Revalidation of the Out-of-Field Authorization for Teaching. - The applicant must:

(a) Valid License. - Hold a valid West Virginia Professional Teaching License; **AND**

(b) Professional Development Activities. - Complete six semester hours of college/university course work within an institution of higher education's approved program in the specialization for which the Out-of-Field Authorization is granted; **AND**

(c) Recommendation of Institution of Higher Education. - Obtain the recommendation of the designated official at the college or university through which the program is being completed, verifying that the course work completed is part of the approved program; **AND**

(d) Recommendation of Superintendent. - Receive the recommendation from the superintendent.

g. Chief School Business Official.

A. Initial Authorization for Chief School Business Official. - The applicant must:

(a) Degree. - Hold a minimum of a bachelor's degree including six semester hours of course work in accounting; **AND**

(b) Recommendation of Superintendent. - Receive the recommendation from the verify that the applicant is the most qualified candidate for the position.

B. Revalidation of the Authorization for Chief School Business Official. - The applicant must:

(a) Professional Development Activities. - Complete 15 clock hours of in-service credit offered by the licensing agency; **AND**

(b) Recommendation of the Superintendent. - Receive the recommendation from the superintendent.

§126.136.24. Advanced Salary Classifications for Educators.

24.1. Purpose. - The intent of advanced salary classifications is to recognize educators for completing college/university course work or professional development activities that will contribute to the improvement of instruction or other services in the public schools. The legal bases for these regulations are W.V. Code §§ 18A-4-1 and 18A-4-4.

24.2. Governing Principles. - The following governing principles shall apply:

24.2.1. The advanced salary classifications recognized by the licensing agency are: BA+ 15, Master's, MA+ 15, MA+ 30, MA+ 45, MA+ 60 and Doctorate. These classifications are defined in §126-136-4.

24.2.2. All college/university course work used for advanced salary purposes must be completed at an accredited institution of higher education as defined in §126-136-4.2.

24.2.3. Graduate course work completed after July 1, 1994 shall be related to the public school program, as defined in §126-136-12.7.

24.2.4. Professional development activities acceptable for the BA+ 15, MA+15, MA+30, MA+45 and MA+ 60 salary classifications are defined in §126-136-12.8.

24.2.5. Duplicate credit as defined in §126-136-4.17, shall not be accepted for advanced salary purposes.

24.2.6. A teacher who holds a master's degree based on fewer than 30 semester hours of credit may qualify for the MA+ 15, MA+ 30, MA+ 45 or MA+ 60 advanced salary classification by completing 15, 30, 45 or 60 semester hours of college/university credit or 225, 450, 675, or 900 clock hours of approved professional development activities, respectively, beyond the degree requirements. A combination of college/university credit as equated to clock hours in §126-136-4.47

and other approved professional development activities identified in §126-136-12.8 can be used to meet the clock hour requirement.

24.2.7. An individual employed on a permit in a specialization which requires completion of a master's degree program for the initial Professional License may be granted a BA+ 15 salary classification upon completion of 15 semester hours of course work leading to the master's degree in the specialization for which the permit is issued.

24.3. Advanced Salary Classifications for Holders of the Vocational License.

24.3.1. The basic salary for the holder of a Vocational Permit or Vocational License shall be based on a bachelor's degree unless the permit or license is issued on the basis of a master's or doctor's degree in which case the salary will be at the appropriate degree level.

24.3.2. The vocational salary classifications are recognized only on the Vocational License.

24.3.3. The advanced salary classifications for an educator whose Vocational License is not based on a degree include Vocational BA+ 15, Vocational MA, Vocational MA+15, Vocational MA+ 30, Vocational MA+ 45 and Vocational MA+ 60. These salary classifications are defined in §126-136-4.

24.3.4. A vocational educator who received an advanced salary classification under previous provisions shall qualify for additional salary classifications by completing 15 semester hours of additional college course work or 225 clock hours of approved professional development activities for each new salary classification. A combination of college/university credit as equated to clock hours in §126-136-4.47 and other approved professional development activities identified in §126-136-12.8 may be used to meet the clock hour requirement.

24.3.5. Six semester hours of college/university course work or 90 clock hours of other approved professional development activities in the teaching specialization update are required for each advanced salary classification.

24.3.6. An educator who was granted a permanent Vocational Certificate under previous regulations may qualify for the MA+ 30 salary classification based on the awarding of a bachelor's degree from an accredited institution of higher education as defined in §126-136-4.2.

24.3.7. An educator who was granted a permanent Vocational Certificate under previous regulations may qualify for the MA+ 45 or MA+ 60 salary classification based on the awarding of a bachelor's degree and 15 or 30 semester hours of graduate credit, respectively, from an accredited institution of higher education.

24.3.8. An educator who is not pursuing a degree and who is requesting a vocational advanced salary classification must select college/university course work or other approved professional development activities related to the following areas, with the semester hour and clock hour limitations as indicated:

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a. Composition and Rhetoric	6 Hrs.	90 Clock Hours
b. School and Society	3 Hrs.	45 Clock Hours
c. Computer Literacy/Microcomputer Network Applications	6 Hrs.	90 Clock Hours
d. Human Growth and Development	3 Hrs.	45 Clock Hours
e. Mathematics	6 Hrs.	90 Clock Hours
f. Psychology of Learning	3 Hrs.	45 Clock Hours
g. Speech	3 Hrs.	45 Clock Hours
h. Teaching of Reading in the Secondary Schools	3 Hrs.	45 Clock Hours
i. Coordination of Cooperative Vocational Education	3 Hrs.	45 Clock Hours
j. History and Philosophy of Vocational Education	3 Hrs.	45 Clock Hours
k. Coordination of Vocational Youth Activities	3 Hrs.	45 Clock Hours
l. Audio Visual Productions in Vocational Education	3 Hrs.	45 Clock Hours
m. Teaching Special Needs Students in Vocational Education	3 Hrs.	45 Clock Hours
n. Laboratory Science	8 Hrs.	120 Clock Hours
o. Teaching Specialization Update	30 Hrs.	450 Clock Hours
p. Approved Electives	9 Hrs.	135 Clock Hours

24.3.9. The requirements for Teaching Specialization Update may be satisfied by: approved industry sponsored technical update workshops; approved specialization related course work sponsored by an accredited institution of higher education; approved back-to-industry experiences; and special incentive workshops sponsored by the licensing agency. These hours can be no more than five years old at the time of application for the advanced salary classification.

24.4. Dating of Advanced Salary Classifications. - The effective date of an advanced salary classification shall be the date of the applicant's eligibility provided the application is received by the licensing agency within three months of the date of eligibility. When the application is received by the licensing agency more than three months after the date of the applicant's eligibility, the

effective date shall be the date the application is received by the licensing agency.

§126-136-25. Paraprofessional License.

25.1. Initial Paraprofessional License.

25.1.1. General Criteria. - A Paraprofessional License may be issued to a person who has completed: 1) the general requirements specified in §126-136-13.1; 2) the background check specified in §126-136-13.3; and 3) the conditions for issuance identified in §126-136-25.1.3. The Paraprofessional License entitles the holder to serve in a support capacity including, but not limited to, facilitating the instruction and direct or indirect supervision of pupils under the direction of an educator.

25.1.2. Validity Period. - The Paraprofessional License shall continue to be valid provided the holder revalidates the license every three years by completing either three semester hours of college/university credit or 45 clock hours of approved professional development activities which may include a combination of college/university credit as equated to clock hours in §126-136-4.47 and other professional development activities identified in §126-136-12.8. No expiration date shall be reflected on the Paraprofessional License.

25.1.3. Conditions for Issuance. - The applicant for licensure must submit evidence of satisfying 36 semester hours of post-secondary education or its equivalent in the following:

a. Basic Skills. - The applicant must have completed at least nine semester hours of college/university credit or its equivalent in reading, writing and mathematical computations. Three semester hours of course work can be credited by passing each of the PreProfessional Skills Tests (PPST) in reading, writing and mathematics or meeting one of the exceptions identified in §126-136-14.1.3.f.D; **AND**

b. General Studies. - The applicant must have completed at least six semester hours of college/university credit or its equivalent from the humanities, fine arts, and/or physical, biological or social sciences; **AND**

c. Computer Literacy. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in computer literacy; **AND**

d. Special Education. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in special education. Documentation of a minimum of two years of successful experience which included special needs children and a minimum of 10 clock hours of in-service training directly related to special education may be substituted for the college/university credit; **AND**

e. Classroom Management. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in classroom management. Documentation of a minimum of two years of experience in the successful use of classroom management skills may be substituted for the college/university credit; **AND**

f. Human Growth and Development. - The applicant must have completed at least three semester hours of college/university credit or its equivalent in human growth and development or psychology; **AND**

g. Electives. - The applicant must have completed nine semester hours of electives related to public instruction.

25.1.4. Equivalent Training. - Equivalent training may be obtained from in-service programs or adult technical education programs delivered through county school systems or regional education service agencies (RESAs) provided the equivalent training for the Paraprofessional License reflects the distribution of requirements specified in §126-136-25.1.3. Fifteen clock hours of in-service or adult technical education equals one semester hour of college/university credit.

§126-136-26. Licensure Appeals Panel.

26.1. Purpose. - The purpose of the Licensure Appeals Panel is to provide an appeal process for individuals related to interpretations of licensure regulations in order to allow an objective review of issues and decisions.

26.2. Jurisdiction. - The Licensure Appeals Panel has jurisdiction to hear an appeal based on licensure issues following its referral from the licensing agency. The Appeals Panel may determine that extenuating circumstances exist and, therefore, may base its decision on factors outside the current licensure regulations. The Appeals Panel does not have jurisdiction to review licensure revocations ordered by the licensing agency or to operate outside current law.

26.3. Membership. - The Licensure Appeals Panel shall be comprised of members of the West Virginia Board for Professional Teaching Standards, with a majority of the Appeals Panel being classroom teachers.

26.4. Terms of Office. - Membership on the Appeals Panel shall be consistent with the member's term of office on the West Virginia Board for Professional Teaching Standards.

26.5. Election of Chairperson. - At the initial meeting each school year, the members of the Appeals Panel shall elect a chairperson who shall serve a one-year term which expires June 30. The chairperson may be reelected to a second consecutive term but may not serve as chair for a third consecutive term. A temporary chairperson shall be elected to preside over any session or hearing in the absence of the regularly elected chairperson.

26.6. Quorum. - A majority of the Appeals Panel members eligible to participate must be present in order to convene a session or to take any official action. If a member is ineligible to participate in an appeal because he/she is a responding party, that member's seat shall not be counted among the number of members eligible to participate, and shall not be considered in the calculation of a quorum. Vacant seats shall not be considered in the calculation of a quorum.

26.7. Meetings. - The Appeals Panel shall meet in July or August of each school year to conduct business relating to its governance and to receive an orientation about legal procedures. The Appeals Panel shall meet in session at least every three months to review the appeals referred by the licensing

agency. The Appeals Panel may meet more frequently if reasonably necessary, upon the consent of a quorum. The Appeals Panel does not need to meet if no appeals are pending. The licensing agency shall reimburse each Appeals Panel member for allowable state travel expenses and shall reimburse the board of education the cost for a substitute teacher for each teacher member of the Appeals Panel.

26.8. Burden of Proof. - In all reviews or hearings referred to the Appeals Panel, the appellant shall bear the burden of proving, by a preponderance of the evidence, that the judgment made by the responding party is erroneous.

26.9. Liaison. - The licensing agency shall appoint a liaison within the licensing agency who shall assist the Appeals Panel by providing explanation of existing regulations, legal interpretations and practices of the licensing agency. The liaison may not be a staff member involved in the licensing process.

26.10. Appeal Process.

26.10.1. Appellant. - An individual may file an appeal, in writing, through the licensing agency, requesting a review of the record by the Appeals Panel provided:

a. A license or advanced salary classification was denied by the licensing agency or a lower level credential/advanced salary classification than expected was granted; **OR**

b. A recommendation for licensure/advanced salary classification was withheld by the designated recommending agency; **OR**

c. An appeal instituted by the individual through the recommending agency's formal due process procedures was not resolved to the appellant's satisfaction. An individual may not file an appeal through the licensing agency until such time as the appeal has been adjudicated at the local level.

26.10.2. Licensing Agency. - Upon receipt of an appeal, the licensing agency must:

a. Refer the appeal by written notification to the elected chairperson of the Appeals Panel; **AND**

b. Send an acknowledgment letter to the appellant informing the individual that the appeal is being referred to the Appeals Panel; **AND**

c. Send a letter of notification, a copy of the appeal and all attachments provided by the appellant to the responding party.

26.10.3. Responding Party. - The responding party may:

a. File a written response with the licensing agency within 10 days from the date the notice of the appeal was sent to the responding party. A copy of the response from the responding party shall be forwarded to the appellant.

26.10.4. Appellant. - Upon receipt of the response from the responding party, the appellant may:

a. File a written reply to the response within 10 days of the date of the response. The appellant's response shall go the Appeals Panel and the responding party via the licensing agency.

26.10.5. Chair of Appeals Panel. - Upon receipt of the appeal and any responses from the responding party and appellant, the chair of the Appeals Panel shall:

a. Place the appeal on the docket of cases scheduled for review at the next quarterly session, except that appeals received within the 30 days preceding a session may be held over until the following session if time is needed for the responding party and appellant to respond.

26.10.6. Licensing Agency. - The licensing agency shall:

a. Send a letter as soon as possible to the appellant informing her/him of the docket date for the review of the record in her/his appeal; **AND**

b. Send a notice of the session for review of the record or hearing of the appeal to each member of the Appeals Panel at the earliest practicable date. The notice must include the date, time, place and appeals to be considered. If the appeal is scheduled for hearing, the appellant shall be advised, in writing, of the time and place of the hearing and her/his rights set out in these rules. If the appeal is scheduled for review of the record, the appellant shall be notified of the review date.

26.10.7. Appeals Panel Members. - Any Appeals Panel member who is involved in an appeals as an appellant or as an employee of the responding party may not participate in the consideration or adjudication of the case.

26.11. Review of the Record.

26.11.1. Initial Review. - An appeal shall be first considered for adjudication by review of the record by the Appeals Panel. Upon proper notice, the Appeals Panel will convene to consider the appeal upon the administrative record furnished by the appellant and the responding party.

26.11.2. Decision. - After reviewing the record, state law and the licensure regulations, the Appeals Panel shall decide the appeal by voting on whether to grant the appeal and reverse the decision of the responding party or to uphold the decision of the responding part. To reverse the decision of a responding party, at least a majority of the members of the Appeals Panel eligible to participate must vote in favor of the appellant. In the case of a tie vote, a second vote shall be taken. If the vote is still tied, the proposed motion fails. If the Appeals Panel determines that it is necessary to take evidence from witnesses, in addition to the evidence already contained in the record, the appeal will be rescheduled for hearing on the next available date. Notice of such shall be sent to the appellant and responding party.

26.11.3. Notification. - The chairperson of the Appeals Panel shall notify the appellant of the Appeals Panel's decision which shall be made in writing within 14 days after the session. The decision shall include findings of fact and conclusions of law. Copies of the decision shall be sent to the licensing agency and the responding party. The appeal documents shall remain with licensing agency.

26.12. Hearings.

26.12.1. Closed Hearings. - All hearings shall be recorded and shall be closed unless an open hearing is requested by the appellant.

26.12.2. Rules. - The formal rules of evidence shall be relaxed. However, gross violations thereof may be restrained by the chairperson of the Appeals Panel or by a person designated by the chairperson to rule on evidentiary questions.

26.12.3. Appellant. - The appellant has the right to:

- a. Be assisted by counsel or other person of appellant's choosing; **AND**
- b. Receive a copy of all documents submitted to the Appeals Board; **AND**
- c. Receive a transcript or recording of the hearing; **AND**
- d. Present witnesses and cross-examine witnesses, all of whom shall take an oath prior to testifying; **AND**
- e. Have the right to present her/his case first.

26.12.4. Responding Party. - The responding party has the right to:

- a. Be assisted by counsel or other person of the responding party's choosing;
- AND**
- b. Receive a copy of all documents submitted to the Appeals Panel; **AND**
 - c. Present witnesses and cross-examine witnesses, all of whom shall take an oath prior to testifying.

26.12.5. Appeals Panel. - The Appeals Panel:

- a. May take administrative notice of any official record or document maintained by any state agency or subdivision thereof, if authenticated by the custodian thereof; **OR**
- b. May take administrative notice of any state law or regulation of a state agency; **AND**

c. Shall decide the appeal at the same session and upon consideration of the administrative record, the evidence, state law and the licensing agency's regulations by voting on whether to grant the appeal by reversing the decision of the responding party or to uphold the decision of the responding party.

d. To reverse a decision of a responding party, at least a majority of the members of the Appeals Panel eligible to participate must vote in favor the appellant. In the case of a tie vote, a second vote shall be taken. If the vote is tied a second time, the proposed motion fails.

26.12.6. Chair of the Appeals Panel. - The chairperson of the Appeals Panel shall:

a. Notify the appellant of the Appeals Panel's decision, which shall be made in writing within 14 days after the hearing. The decision shall include findings of fact and conclusions of law; **AND**

b. Send copies of the decision to the responding party and the licensing agency.

26.13. Appeal to State Board of Education.

a. Any party not satisfied with the decision of the Licensure Appeals Panel may appeal to the state board of education, in writing, within 60 days of the Appeals Panel's decision.

26.14. Appeal to the Kanawha County Circuit Court.

26.14.1. Any party not satisfied with the decision of the state board of education may appeal to the Kanawha County Circuit Court within 120 days of the date of the Appeals Panel's decision.

APPENDIX A
SPECIALIZATIONS RECOGNIZED
ON THE PROFESSIONAL AND VOCATIONAL LICENSES

APPENDIX A

SPECIALIZATIONS RECOGNIZED ON THE PROFESSIONAL LICENSE

Grade Level Options for General Education Specializations

Art	Grades K-12, 5-12
Biology	Grades 9-12
Chemistry	Grades 9-12
Coordinated and Thematic Science**	Grades 5-12, 5-9
Driver Education**	Grades 9-12
Early Childhood Education	Grades K-4
Early Education	PreK-K
Elementary Education	Grades K-6
English	Grades 5-12, 5-9
English as a Second Language**	Grades K-12
French	Grades 5-12, 5-9
General Math through Algebra I	Grades 5-12, 5-9
German	Grades 5-12, 5-9
Health	Grades K-12, 5-12
Japanese**	Grades 5-12, 5-9
Journalism	Grades 9-12
Language Arts** (Includes English, Journalism, and Oral Communications)	Grades 5-12
Latin	Grades 5-12, 5-9
Mathematics	Grades 5-12
Middle Childhood--Professional Development	Grades 5-9
Music	Grades K-12
Oral Communications	Grades 9-12
Physical Education	Grades K-12, 5-12
Physics	Grades 9-12
Reading (Developmental/Remedial)**	Grades K-9, 5-12
Reading Specialist*	Grades K-12
Russian	Grades 5-12, 5-9
School-Library Media	Grades K-12
Social Studies	Grades 5-12, 5-9
Spanish	Grades 5-12, 5-9
Technology Education	Grades 5-12

*Requires Master's Degree

**New Specialization

Grade Level Options for Vocational Specializations

Agriculture	--	Grades 5-12
Business Education	---	Grades 5-12, 9-12
Consumer & Homemaking		Grades 5-12
Marketing	==	Grades 9-12

Grade Level Options for Special Education Specializations

Gifted	—	Grades K-8, 5-12, K-12
Hearing Impaired		Grades K-8, 5-12, K-12
Mildly/Moderately Impaired**		Grades K-8, 5-12, K-12
(Includes Autism, Behavioral Disorders, Mentally Impaired, Learning Impaired, and Orthopedically Impaired)		
Preschool Special Needs		Grades PreK-K
(Includes Autism)		
Severely/Profoundly Impaired**		Not Specified
(Includes Autism, Behavioral Disorders, Mentally Impaired, Learning Impaired, and Orthopedically Impaired)		
Vision Impaired		Grades K-8, 5-12, K-12

Grade Level Options for Student Support Specializations

Athletic Trainer		Grades 5-12
Counselor*		Grades K-12, K-9, 5-12
Education Audiologist*		Grades K-12
Occupational Therapist**		Grades K-12
Physical Therapist**		Grades K-12
School Nurse	—	Grades K-12
School Psychologist*	==	Grades K-12
School Social Worker**		Grades K-12
Social Services and Attendance		Grades K-12
Speech Assistant**		Grades K-12
Speech Language Pathologist*		Grades K-12

Grade Level Options for Administrative Specializations

Central Office Administrator* **		Not Specified
Principal*		Grades K-12, K-9, 5-12
Superintendent*		Not Specified

*Requires Master's Degree

**New Specialization

APPENDIX A

SPECIALIZATIONS RECOGNIZED ON THE VOCATIONAL LICENSE***

Agriculture and Industrial Maintenance	Fabric Maintenance Services/ Dry-cleaning	Nursing Assistant (Aide)
Air Conditioning and Refrigeration Technology	Facilities Maintenance	Operations and Servicing-Heavy Equipment
Auto Body Technology	Forestry Technology	Ornamental Horticulture
Carpentry	General Building Construction	Pharmacy Technician
Civil Technology	Graphic Communications	Piano Tuning and Repair
Commercial Art/Advertising Design	Hazardous Waste Management	Power Mechanics
Communications Technology	Health Assistant	Practical Nursing (Vocational)
Computer Integrated Manufacturing	Industrial Equipment Maintenance	Quantity Foods Occupations
Computer Systems and Operational Support	Interior Design	Respiratory Therapy Technician
Conventional/Computer Aided Drafting	Machine Tool Technology	Sheet Metal
Cosmetology	Masonry	Small Engine Repair
Culinary Arts	Materials Handling and Inventory Control	Surgical Technician
Dental Assisting	Medical Assistant	Textile Production and Fabrics
Dental Laboratory Technology	Medical Laboratory Assisting	Truck Driving Training
Diesel Equipment Technology	Medical Transcription	Welding Technology
Electrical Technology	Metal Trades Combined	
Electronics Technology	Millwork and Cabinet making	

***All of these specializations will be issued at the 9-Adult level.

FISCAL NOTE WORKSHEET
(Submit 4 Copies)

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

SUBJECT Policy 5202-Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications FUND

SOURCE OF REVENUE: GENERAL FUND SPECIAL OTHER (SPECIFY) _____

COST OF 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 & 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	\$ 5,596,934.00	\$	\$	\$ 5,596,934.00	\$
PERSONAL SERVICES CURRENT EXPENSES REPAIRS/ALTERATIONS EQUIPMENT OTHER	\$	\$	\$	\$	\$
2. ESTIMATED TOTAL REVENUES	\$	\$	\$	\$	\$

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

Estimated annual administrative cost to the Department of Education: \$125,000.00

2 staff positions' salary and benefits @ \$55,000/ yr. - \$110,000.00
Miscellaneous expenses 15,000.00

Estimated cost to the state for the school aid formula: \$5,426,934.00

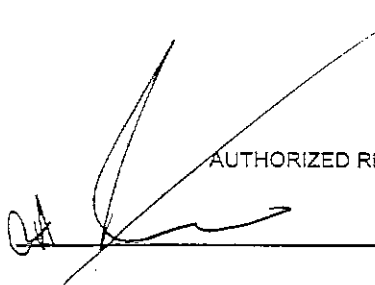
Assuming twice as many educators will upgrade to a higher salary classification:
9.61% upgraded in 1996-97 at a cost of \$2,713,467.00 x 2 = \$5,426,934.00

Estimated annual expenses for West Virginia Board for Professional Teaching Standards: \$25,000.00

Estimated annual expenses for new student support services employees to complete the Beginning Educator Internship: \$20,000.00

DATE
3-17-97

AGENCY
Department of Education

AUTHORIZED REPRESENTATIVE


RESPONSE

**Policy 5202: Minimum Requirements For the Licensure of
Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)**

Directions: Please use this form to comment on proposed Policy 5202: Minimum Requirements for the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202). Feel free to use the back of this form if you need additional space to write your comments; however, be sure to identify the section to which you are commenting.

Individual/Organization: _____

Address: _____

§126-136-2. Summary

§126-136-3. Purpose

§126-136-4. Definitions

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

§126-136-8. Dating of Licenses, Additional Endorsements, Advanced Degrees and Advanced Salary Classifications

§126-136-9. Assignment of Professional Personnel

§126-136-10. Out-of-State Applicants

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

§126-136-11. Tuition Reimbursement

§126-136-12. Recognition of Degrees, Course Work and Professional Development Activities for Licensure and Advanced Salary Classifications

§126-136-13. Common Licensure Requirements

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

§126-136-14. Professional Teaching License or Professional Student Support Services License

§126-136-15. Full-Time Permits for Teaching and Student Support Services

§126-136-16. Substitute Permits for Teaching and Student Support Services

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

§126-136-17. Professional Administrative License

§126-136-18. Full-Time Permit for Educational Leadership Endorsements

§126-136-19. Vocational Permit

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

§126-136-20. Vocational License

§126-136-21. Substitute Vocational Permit

§126-136-22. Adult Licenses

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and Advanced Salary Classifications (5202)

§126-136-23. Authorizations

§126-136-24. Advanced Salary Classifications for Educators

§126-136-25. Paraprofessional License

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and
Advanced Salary Classifications (5202)

§126-136-26. Licensure Appeals Panel

Appendix A. Approved Specializations and Grade Levels

RESPONSE

Policy 5202: Policy 5202: Minimum Requirements For the Licensure of Professional/Paraprofessional Personnel and
Advanced Salary Classifications (5202)

General Comments

Return by May 16, 1997 to:
Barbara Brazeau
West Virginia Department of Education
Building 6, Room 337
1900 Kanawha Boulevard, East
Charleston, WV 25305-0330