

WEST VIRGINIA  
SECRETARY OF STATE  
KEN HECHLER  
ADMINISTRATIVE LAW DIVISION

Form #5

Do Not Mark In this Box

FILED  
1992 FEB 25 AM 8 29  
OFFICE OF THE SECRETARY OF STATE

NOTICE OF AGENCY ADOPTION OF A PROCEDURAL OR INTERPRETIVE RULE  
OR A LEGISLATIVE RULE EXEMPT FROM LEGISLATIVE REVIEW

AGENCY: West Virginia Board of Education TITLE NUMBER: 126

CITE AUTHORITY: WV Code 18A-3-1a

RULE TYPE: PROCEDURAL \_\_\_\_\_ INTERPRETIVE \_\_\_\_\_

EXEMPT LEGISLATIVE RULE X

CITE STATUTE(S) GRANTING EXEMPTION FROM LEGISLATIVE REVIEW

AMENDMENT TO AN EXISTING RULE: YES \_\_\_\_\_, NO X

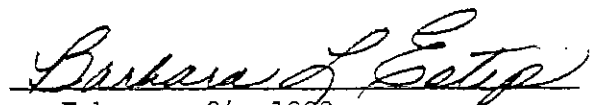
IF YES, SERIES NUMBER OF RULE BEING AMENDED: \_\_\_\_\_

TITLE OF RULE BEING AMENDED: \_\_\_\_\_

IF NO, SERIES NUMBER OF NEW RULE BEING ADOPTED: Series 161 (Policy 5901)

TITLE OF RULE BEING ADOPTED: Alternative Programs for the Education  
of Teachers

THE ABOVE RULE IS HEREBY ADOPTED AND FILED WITH THE SECRETARY OF STATE. THE  
EFFECTIVE DATE OF THIS RULE IS March 25, 1992

  
February 24, 1992

HD NO \_\_\_\_\_ DRAFT NO \_\_\_\_\_ BILL NO \_\_\_\_\_ RESOLUTION NO \_\_\_\_\_

SUBJECT Policy 5901: Alternative Programs for  
The Education of Teachers FUND \_\_\_\_\_

SOURCE OF REVENUE:  GENERAL  SPECIAL  OTHER (SPECIFY) \_\_\_\_\_

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

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

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

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

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

IMPACTS  
FISCAL: NONE

STATE STAFF:

DATE \_\_\_\_\_ AGENCY \_\_\_\_\_ AUTHORIZED REPRESENTATIVE \_\_\_\_\_

EXECUTIVE SUMMARY  
Policy 5901: Alternative Programs for the  
Education of Teachers

Purpose

Policy 5901 describes candidate qualifications and program submission and implementation requirements related to alternative programs for the education of teachers. The proposed amendment would add a 2.5 overall grade point average to the eligibility requirements.

Background

Policy 5901, adopted in June, 1991, is a response to legislation passed in the August, 1990 session of the West Virginia Legislature (§18A-3-1a). The policy and the Code identify candidate qualifications and alternative program requirements submitted and administered by a school, a school district, consortium of schools, regional education service agency, or an institution of higher education.

In September, 1991, the state board adopted an amendment to Policy 5202, Minimum Requirements for the Licensure of Educational Personnel which stipulated a minimum overall grade point average of 2.5. Hence, the proposed change to Policy 5901 incorporates prior board action on licensure requirements.

Comment Period Results

Four comments were received as listed in the attachment. The amendment to Policy 5901 brings the policy into agreement with the minimum overall grade point average required for licensure of personnel.

TITLE 126  
LEGISLATIVE RULE  
WEST VIRGINIA BOARD OF EDUCATION  
CHAPTER 18A-3-1a  
SERIES 161  
POLICY 5901

TITLE: ALTERNATIVE PROGRAMS FOR  
THE EDUCATION OF TEACHERS

SECTION 1: GENERAL

- 1.1 Purpose - The purposes of this policy is to establish candidate eligibility criteria and program requirements for alternative teacher education programs which lead to West Virginia professional licensure.
- 1.2 Authority: West Virginia Code 18A-3-1a.
- 1.3 Filing Date: February 24, 1992
- 1.4 Effective Date: March 25, 1992.
- 1.5 Repeal of former rule: None - This is a new regulation.

SECTION 2: CANDIDATE QUALIFICATIONS FOR PARTICIPATION IN ALTERNATIVE PROGRAMS  
FOR THE EDUCATION OF TEACHERS

To be eligible for participation in a state board approved Alternative Program for the Education of Teachers (hereafter, APET), the individual shall:

- 2.1 Hold at least a bachelor's degree from an accredited institution of higher education in a discipline taught in the public schools and in a teaching specialization approved by the state board for APET.
- 2.2 Have not previously completed a state approved teacher preparation program.
- 2.3 Satisfy the appropriate state board approved basic skills and subject matter test requirements, or complete three years of successful teaching experience within the last seven years in the area for which licensure is being sought.
- 2.4 Be a citizen of the United States, be of good moral character and physically, mentally, and emotionally qualified to perform the duties of a teacher, and eighteen (18) years of age on or before the first day of October of the year in which the alternative teacher certificate is issued.
- 2.5 (Beginning July 1, 1994) Have achieved a minimum overall grade point average of 2.5 (on a four point scale) for all college courses attempted.

**SECTION 3: LETTER OF ELIGIBILITY AND INITIAL LICENSURE REQUIREMENTS**

- 3.1 Individuals who meet all qualifications indicated in Section 2 may apply to the West Virginia Department of Education for a letter of eligibility which permits the individual to seek employment in a school included in an approved alternative program.
- 3.2 Once the individual has been employed, application must be made to the West Virginia Department of Education for an APET certificate.
- 3.3 The APET certificate must be on file in the employing county office within three school months of the candidate's employment.
- 3.4 The APET certificate expires on June 30 of the school year in which it is issued. The certificate may be reissued one time upon verification by the county superintendent that the candidate is continuing employment and participation in the alternate program.

**SECTION 4: SUBMISSION AND APPROVAL OF THE ALTERNATIVE PROGRAM FOR THE EDUCATION OF TEACHERS**

- 4.1 A school, school district, consortium of schools, regional education service agency or an institution of higher education, must submit a plan to the West Virginia Department of Education on or before April 1 preceding the school year of its implementation.
- 4.2 Board approval is for three years. Approval for an additional three years may be sought via a written request to the board by April 1 prior to the expiration of the approval period. The request for an extension of the program must be accompanied by a written report which provides data and information on the program's delivery and effectiveness.
- 4.3 The state board may terminate an APET before the expiration of the approval period if, in its judgement, conditions no longer exist to support a viable APET. The board decision to terminate an APET must be communicated to the alternative program administrator no later than April 1 preceding the beginning of the next school year.

**SECTION 5: PROGRAM PROPOSAL REQUIREMENTS**

- 5.1 Each plan submitted by a school, school district, consortium of schools or regional education service agency must provide evidence of having sought sponsorship with one or more institutions of higher education approved by the state board for offering educational personnel preparation programs.
- 5.2 Alternative programs are restricted to professional teaching specializations identified by the state board.

- 5.3 Each chief administrative officer from the agency(ies) sponsoring the plan must sign the program proposal.
- 5.4 The proposal must list anticipated program expenditures and revenue sources, which shall include tuition charges (if any) to program participants.
- 5.5 The proposal must include vitae and program assignments of personnel involved in the training, supervision and/or evaluation of the alternative teacher education program candidate.
- 5.6 The proposal must include required program components indicated in Section 6 (below).

SECTION 6: REQUIRED COMPONENTS OF AN ALTERNATIVE PROGRAM  
FOR THE EDUCATION OF TEACHERS

- 6.1 An APET shall include approximately two hundred hours of formal instruction provided in all of the three required phases described below.

6.1.1. Phase I

Phase I shall consist of a full-time seminar/practicum of no less than twenty and no more than thirty days duration which is accomplished before the alternative program teacher has full responsibility for a classroom. The seminar/practicum shall:

- a) provide formal instruction in the essential areas for professional study which shall emphasize the topics of student assessment, development and learning, curriculum, classroom management, and the use of educational computers and other technology;
- b) introduce basic teaching skills through supervised teaching experiences with students;
- c) integrate the seminar and practicum components; and,
- d) include an orientation to the policies, organization and curriculum of the employing district.

6.1.2 Phase II

Phase II shall consist of the following components:

- a) a period of intensive on-the-job supervision beginning the first day on which the alternative program teacher assumes full responsibility for a classroom and continuing for a period of at least two weeks;

- b) during the initial teaching period, the alternative program teacher shall be visited and critiqued no less than one time per week by members of a professional support team and shall be observed and formally evaluated at the end of five weeks and at the end of ten weeks by the appropriately certified members of the team;
- c) formal instruction shall be continued in the essential areas for professional study which shall emphasize the topics of teaching skills, student assessment, development and learning, curriculum, classroom management, and the use of educational computers and other technology; and,
- d) at the end of the ten-week period, the alternative program teacher shall receive a formal written progress report from the chairperson of the support team.

#### 6.1.3 Phase III

Phase III shall consist of an additional period of continued supervision and evaluation of no less than twenty weeks duration. During this period, the alternative program teacher shall be visited and critiqued at least twice per month and shall be observed formally and evaluated at least twice. No more than two months shall pass without a formal evaluation. Formal instruction shall continue in the essential areas for professional study.

- 6.2 Opportunities shall be provided for the alternative program teacher to observe the teaching of experienced colleagues.
- 6.3 Training and supervision of alternative program teachers shall be provided by a professional support team comprised of a school principal, an experienced classroom teacher, a college or university education faculty member and a curriculum supervisor. Districts or schools which do not employ curriculum supervisors or have been unable to establish a relationship with a college or university shall provide for comparable expertise on the team. The school principal or the teacher education chair, in the case of an institution of higher education sponsored program, shall serve as chairperson of the team.

### SECTION 7: EVALUATION OF THE CANDIDATE FOR THE PROFESSIONAL CERTIFICATE

- 7.1 The chairperson of the support team will prepare a comprehensive evaluation report on the candidate following completion of the alternative program for submission to the state superintendent of schools. The evaluation report shall include a recommendation for a) issuance of the professional certificate, b) re-entry to an alternative program, or c) disapproval of further participation in the alternative program.
- 7.2 A candidate who receives a recommendation for the issuance of a professional certificate may file the appropriate application in accordance with procedures established by the West Virginia Department of Education.

- 7.3 A candidate who is denied a recommendation for the issuance of the professional certificate may file an appeal, pursuant to West Virginia Board of Education Policy 5203, with the Certification Appeals Board within fifteen days of receipt of denial.

DISCRIMINATION PROHIBITED: The West Virginia Department of Education does not discriminate on the basis of sex, race, color, religion, handicapping condition, age and national origin in employment and in the administration of any of its education programs and activities. Inquiries may be directed to the Elimination of Sex Discrimination Program Coordinator, 348-7864; to the Section 504 Coordinator, 348-2696, West Virginia Department of Education, Charleston, West Virginia, 25305; or to the U.S. Department of Education's Director of the Office for Civil Rights, 215-596-6795.

2781g/2809A  
Rev. 2/14/92

Policy 5901: Alternative Programs for the  
Education of Teachers

Impact Statements

Instruction

The proposed grade point average requirement to participate in alternative teacher education programs would provide an additional criterion which could impact on the quality of instructional personnel.

Leadership

None

Financial Impact

None

Staff Development

None

Administrative Impact

None

HK:rk:2794g/2809A

Policy 5901: Alternative Programs for the  
Education of Teachers

The West Virginia Board of Education is committed to the preparation and recruitment of professional personnel with the requisite knowledge and skills to teach in West Virginia schools. Provisions for alternative professional training and certification programs are hereby established to increase the pool of qualified teacher candidates by allowing some portion of the teacher's training to occur while employed by a West Virginia county school system. Policy 5901 establishes candidate qualifications for participation in an alternative program and describes requirements for submission and implementation of alternative training proposals which lead to West Virginia professional certification.

2790g/2809A



KEN HECHLER  
Secretary of State

MARY P. RATLIFF  
Deputy Secretary of State

A. RENEE COE  
Deputy Secretary of State

CATHERINE FREROTTE  
Executive Assistant

Telephone: (304) 558-6000  
Corporations: (304) 558-8000

WILLIAM H. HARRINGTON  
Chief of Staff

JUDY COOPER  
Director, Administrative Law

DONALD R. WILKES  
Director, Corporations

(Plus all the volunteer  
help we can get)

STATE OF WEST VIRGINIA

SECRETARY OF STATE

Building 1, Suite 157-K  
1900 Kanawha Blvd., East  
Charleston, WV 25305-0770

TO: Barbara Fox

AGENCY: Education

FROM: JUDY COOPER, DIRECTOR, ADMINISTRATIVE LAW DIVISION

DATE: December 11, 1992

THE ATTACHED RULE FILED BY YOUR AGENCY HAS BEEN ENTERED INTO OUR COMPUTER SYSTEM. PLEASE REVIEW, PROOF AND RETURN IT WITH ANY CORRECTIONS. IF THERE ARE NO CORRECTIONS, PLEASE SIGN THIS MEMO AND RETURN IT TO THIS OFFICE. YOU WILL BE SENT A FINAL VERSION OF THE RULE FOR YOUR RECORDS.

PLEASE RETURN EITHER THE CORRECTED RULE OR THIS FORM WITHIN TEN (10) WORKING DAYS OF THE DATE YOU RECEIVED THIS REQUEST. CALL IF YOU HAVE ANY QUESTIONS.

SERIES: 161 TITLE: 126 Education

\* THE ATTACHED RULE HAS BEEN REVIEWED AND IS CORRECT.

SIGNED: \_\_\_\_\_

TITLE OF PERSON SIGNING: \_\_\_\_\_

DATE: \_\_\_\_\_

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\* THE ATTACHED RULE HAS BEEN REVIEWED AND NEEDS CORRECTING. THE CORRECTIONS HAVE BEEN MARKED.

SIGNED: Barbara L. Fox

TITLE OF PERSON SIGNING: Exec. Sec. W Board of Educ.

DATE: Jan. 6, 1993

NOTE: IF YOU ARE NOT THE PERSON WHO HANDLES THIS RULE, PLEASE FORWARD TO THE CORRECT PERSON.