

WEST VIRGINIA  
SECRETARY OF STATE

KEN HECHLER

ADMINISTRATIVE LAW DIVISION

Form #2

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OFFICE OF WEST VIRGINIA  
SECRETARY OF STATE  
STATE OFFICE

NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE

AGENCY: West Virginia Department of Education TITLE NUMBER: 126

RULE TYPE: Legislative/Regulatory; CITE AUTHORITY 18A-3-1a

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 PROPOSED: 161 (Policy 5901)

TITLE OF RULE BEING PROPOSED: Alternative Programs for the

Education of Teachers

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON June 13, 1991 AT 12:00 noon. ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS.

Dr. Howard Kardatzke, Director  
Office of Professional Education  
West Virginia Department of Education  
Building 6, Room B-337  
Charleston, WV 25305

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

Barbara L. Estep  
May 3, 1991

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL

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

Policy 5901: Alternative Programs  
SUBJECT 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	\$ 30,000	\$	\$ -0-	\$ 30,000	\$ -0-
PERSONAL SERVICES	\$	\$	\$	\$	\$
CURRENT EXPENSES					
REPAIRS AND ALTERATIONS					
EQUIPMENT					
OTHER	30,000			30,000	
2. ESTIMATED TOTAL REVENUES	\$ 30,000	\$	\$	\$ 30,000	\$

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

The allocation is for a one-time distribution of competitive grant movies for the development of alternative programs as per:

10 programs @ \$3,000

IMPACTS  
FISCAL:

STATE STAFF: None

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.

#### Background

The proposed policy is a response to legislation passed in the August, 1990 session of the West Virginia Legislature. Provisions of Senate Bill 1 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. The policy proposes both statutory and State Board regulations.

#### Impact

#### Instruction

The proposed policy should increase the pool of qualified candidates who are available to staff West Virginia classrooms by encouraging able college graduates to pursue professional preparation while being employed in the public schools of West Virginia.

#### Leadership

None

#### Financial Impact

State funds may be needed to encourage development of alternative programs. Competitive grants for ten (10) programs at \$3,000 each is recommended for FY 92. Once the program is established, it is anticipated that tuition charges received from alternative teacher education candidates will cover operational expenses of the program.

Staff Development

Training of support team members will be required. Senate Bill 1 indicates that the Center for Professional Development is responsible for such training.

Administrative Impact

West Virginia Department of Education staff will participate in the review of alternative program proposals. Also, public school and higher education staff will be involved in the development, implementation and evaluation of alternative teacher education candidates and programs.

HK:rk:2794g/HK21

TITLE 126  
LEGISLATIVE RULE  
WEST VIRGINIA BOARD OF EDUCATION  
CHAPTER 18A-3  
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:
- 1.4 Effective Date:
- 1.5 Repeal of former rule: None - This is a new State Board Policy.

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.

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 in the case of an institution of higher education sponsored program, the Teacher Education Chair 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 issuance of the professional certificate or re-entry to an alternative program or 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.

2781g/HK21  
3/5/91  
Rev. 3/28/91

COMMENT LOG  
ALTERNATIVE PROGRAMS FOR THE EDUCATION OF TEACHERS  
POLICY 5901

Directions: Please use this form in commenting by section on the proposed Policy 5901, Alternative Programs for the Education of Teachers.

NAME OF INDIVIDUAL/ORGANIZATION \_\_\_\_\_

ADDRESS \_\_\_\_\_

Policy Sections	C O M M E N T S
Section 1: General	
Section 2: Candidate Qualifi- cations for Partici- pation in Alternative Programs for the Education of Teachers	
Section 3: Letter of Eligi- bility and Initial Licensure Require- ments	
Section 4: Submission and Approval of the Alternative Program for the Education of Teachers	

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COMMENT LOG  
ALTERNATIVE PROGRAMS FOR THE  
EDUCATION OF TEACHERS  
POLICY 5901

Policy Sections	C O M M E N T S
Section 5: Program Proposal Requirements	
Section 6: Required Components of an Alternative Program for the Education of	
Section 7: Evaluation of the Candidate for the Professional Certificate	

Please submit comments by June 3, 1991 to:

Dr. Howard Kardatzke, Director  
Office of Professional Education  
West Virginia Department of Education  
Building 6, Room B-337  
Charleston, WV 25305

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