

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**NOVEMBER 13, 2014**

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**SUBJECT**

Pending Rule Docket 08-0202-1401 – Rules Governing Uniformity - Certification

**REFERENCE**

August 2014

Board approved Proposed Rule Docket 08-0202-1401, implementing a tiered certification system.

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho Administrative code, IDAPA 08.02.02  
Section 33-1201, Idaho Code

**BACKGROUND/DISCUSSION**

In 2013 the Governor's Task Force for Improving Education recommended the state move to "a continuum of professional growth and learning that is tied to [teacher] licensure." Movement through the system should be accomplished through the use of performance measures, including evaluations based on the state's framework for teaching and a candidate's effectiveness in impacting student achievement. The recommendations outlined the initial framework of a three (3) tiered system encompassing an initial three (3) year certificate that can only be renewed once for a total of six (6) years, a five (5) year renewable professional level certificate, and a five (5) year renewable master level certificate. In conjunction with this recommendation, the Task Force recommended Idaho move to a funding model that would tie a district's appropriation to the level of certificate an educator holds, rather than the current model based on years of service and level of education.

Following the completion of the Task Force's work, the Board convened a number of subcommittees to work on the implementation of the Task Force's recommendations. The Career Ladder/Tiered Licensure Committee has been meeting since April 2014 to develop the details around the tiered licensure model. The committee reviewed the details of the Task Force recommendations, models implemented in other states, as well as the work of the State Department of Education Technical Advisory Committee for tiered licensure, and the State's advisory group working on the Network for Transforming Educator Preparation grant. The final recommendations from the committee were put forward to the Board for consideration as a Proposed Rule at the August Board meeting.

Following the Board's approval of the Proposed Rule three public hearings were held around the state (Pocatello, Lewiston, Meridian). The Board office received approximately 549 written comments during the public comment period. Of the comments received five (5) comments were in favor of the tiered certification framework as proposed. Five (5) of the comments were concerned or requesting additional information regarding holders of Pupil Personnel Certificates. Of the remaining 539 comments received, the majority of the comments were:

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- Concern that administrators would be able to revoke a teacher's certification or prevent a teacher from obtaining a certification.
- Objection to using the state framework for teaching evaluation for the purposes of certification in general.
- Objection from administrators that the evaluations they performed would be used to determine a teacher's pay or certification level.
- Concern that the two required observations being conducted by two different individuals, and that this requirement would create an administrative burden on districts.
- Objection to using the statewide assessment and Idaho Reading Indicator, if applicable, as one of the three measures of student achievement.
- Objections from teachers regarding the use of student achievement measures in general and specifically for students in subjects that did not use standardized tests or for students with special needs.
- Concern that movement between tiers based on the local evaluations put certification decisions in the hands of administrators rather than at the state level.

During the public hearings, approximately 31 people testified at each hearing. The concerns expressed at the public hearings centered around:

- Teachers feeling they should not be responsible for growth in their students' achievement due to factors outside of the classroom that could impact a students' ability to learn
- Concern over use of the evaluation in determining certification and the potential for administrators to rate them unfairly on the evaluation

Many of the comments received regarding the use of assessments used to determine measurable student achievement and an administrator's ability to revoke a certificate were based on misinformation or a lack of understanding of the proposed certification rule requirements. The Proposed Rule did not allow for administrators to "revoke" a teacher's certification. Likewise the statewide assessment was only required for those grades and subjects that were covered by the assessments. Specific language in the definition allowed for assessments of various types, including student learning objectives, to be determined at the local level as applicable for the specific students. It did not require that standardized tests be used to assess all student achievement and growth, and it did not require that the growth targets be "proficient" or "at grade level." The Proposed Rule also did not impact holders of the Pupil Personnel Certificate; these individuals were excluded from the tiered certification requirements and continue to be excluded in the attached Pending Rule.

**IMPACT**

Once approved, the Pending Rule will be forwarded to the legislature for consideration. If accepted by the legislature, the new certification rule would take effect at the end of the 2015 legislative session.

**ATTACHMENTS**

Attachment 1 – Pending Rule Docket 08-0202-1401

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**STAFF COMMENTS AND RECOMMENDATIONS**

Based on the public comments received the following changes have been made to the Pending rule:

- The language requiring the state assessment and the Idaho Reading Indicator to be used, for applicable subjects and grades, has been removed, and the language requiring three assessments has been amended to “one (1) or more assessments” from the definition of student achievement.
- The requirement that the two observations be conducted by two individuals has been amended such that two observers would only be required at the request of the teacher or the administrator.
- The option for a one (1) year extension was added to the Residency Certificate if the certificate holder is employed and has a recommendation for the extension from the employing district.
- An additional option is added to provide artifacts demonstrating evidence of teaching proficiency for movement between the Residency Certificate and the Professional Certificate.
- The proficiency measures used during the renewal process of the Professional Certificate were removed, eliminating the proposed contingent status. The Pending Rule uses the current certification renewal requirements as the renewal requirements for the Professional Certificate.
- The Master level Professional Certificate was removed.
- Teachers coming from outside the state with three (3) or less years of experience will be granted an interim three (3) year certificate similar to the Residency Certificate. Teachers with more than three (3) years of experience will be granted an interim Professional Certificate and must show evidence of meeting the minimum Professional Certificate requirements to receive the renewable Professional Certificate.

Additional technical changes were made, including changes to bring the interim certificates into alignment with the changes made to the professional certificate and removal of the Master level certificate.

The public comments submitted in writing are available to Board members at their request.

The specific performance requirements that have been removed from the Proposed certification rule will be amended and added to the career ladder legislation. Amendments to the career ladder legislation will be provided to the Board at their next Board meeting for consideration.

Staff recommends approval.

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**BOARD ACTION**

I move to approve the Pending Rule Docket 08-0202-1401 in substantial conformance to the form submitted in attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

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**007. DEFINITIONS.**

**01. Active Teacher.** K-12 teacher with a valid Idaho certificate who is currently teaching in an Idaho K-12 classroom/school. (3-16-04)

**02. Alternative Routes.** Routes to teacher certification designed for candidates who want to enter the teaching profession from non-education professions or the para-educator profession, or for teachers lacking certification in a specific area defined as an emergency district need. (3-16-04)

**03. Credential.** The general term used to denote the document on which all of a person's educational certificates and endorsements are listed. The holder is entitled to provide educational services in any and/or all areas listed on the credential. (3-16-04)

**04. Endorsement.** Term used to refer to the content area or specific area of expertise in which a holder is granted permission to provide services. (3-16-04)

**05. Idaho Student Achievement Standards.** Standards of achievement for Idaho's K-12 students. See IDAPA 08.02.03, "Rules Governing Thoroughness." (3-16-04)

**06. Individualized Professional Learning Plan.** An individualized plan based on the Idaho framework for teaching as outlined in Section 120 of these rules to include interventions based on the individual's strengths and areas of needed growth. ( )

**067. Institutional Recommendation.** Signed form or written verification from an accredited institution with an approved teacher preparation program stating that an individual has completed the program, received a basic or higher rating in all twenty-two (22) components of the Idaho framework for teaching evaluation, has an individualized professional learning plan, has demonstrated measurable student achievement and the ability to create student learning objectives, and is now being recommended for state certification. (3-16-04)( )

**08. Measurable Student Achievement.** Student achievement and growth within a given interval of instruction. Assessment tools that may be used for measuring student achievement and growth include: ( )

- a.** Idaho standards achievement test; ( )
- b.** Student learning objectives; ( )
- c.** Formative assessments; ( )
- d.** Teacher-constructed assessments of student growth; ( )
- e.** Pre- and post-tests; ( )
- f.** Performance based assessments; ( )
- g.** Idaho Reading Indicator; ( )
- h.** College entrance exams (PSAT, SAT, ACT); ( )
- i.** District adopted assessment; ( )
- j.** End of course exams; ( )
- k.** Advance placement exams; ( )
- l.** Professional-Technical exams; ( )

**079. Orientation.** School district/school process used to acquaint teachers new to district/school on its policies, procedures and processes. (3-16-04)

**0810. Para-Educator.** Aides and assistants employed by school districts to supplement instruction and provide additional assistance to students. (3-16-04)

**0911. Pedagogy.** Teaching knowledge and skills. (3-16-04)

**12. Student Learning Objective (SLO).** A measurable, long-term academic growth target that a teacher sets at the beginning of the year for all students or for subgroups of students. SLOs demonstrate a teachers' impact on student learning within a given interval of instruction based upon baseline data gathered at the beginning of the course. ( )

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**103. Teacher Leader.** A ~~master~~ teacher who facilitates the design and implementation of sustained, intensive, and job-embedded professional learning based on identified student and teacher needs. (4-4-13)

**(BREAK IN CONTINUITY OF SECTIONS)**

**015. IDAHO INTERIM CERTIFICATE.**

~~01. Issuance of Interim Certificate. The State Department of Education is authorized to issue a three-year (3) interim certificate to those applicants who hold a valid certificate/license from another state or other entity that participates in the National Association of State Directors of Teacher Education and Certification (NASDTEC) Interstate Agreement. An interim certificate is nonrenewable except under extenuating circumstances. (4-2-08)~~

~~a. Idaho Comprehensive Literacy Course. For all Idaho teachers working on interim certificates, alternate routes or coming from out of the state, completion of a state approved reading instruction course shall be a one-time requirement for full certification. (4-7-11)~~

~~b. Technology. Out of state applicants will be reviewed by the hiring district for technology deficiencies and may be required to take technology courses to improve their technology skills. (4-7-11)~~

~~02. Reinstatement of Expired Certificate. An individual holding an expired Idaho certificate may be issued a nonrenewable three-year interim certificate. During the validity period of the interim certificate, the applicant must meet all current requirements listed for the specific certificate and endorsement(s) including the appropriate content, pedagogy, and performance assessments. (3-29-12)~~

~~03. Foreign Institutions. An educator having graduated from a foreign institution that is listed in the Accredited Degree Granting Institutions section of the "Accredited Institutions of Postsecondary Education" and having a valid/current teaching certificate/license from the country or province in which the foreign institution is located, may be issued a non-renewable, three-year interim certificate. The applicant must also complete the requirements listed in Section 013 of these rules. (4-2-08)~~

**016.5. IDAHO EDUCATOR CREDENTIAL.**

The State Board of Education authorizes the State Department of Education to issue certificates and endorsements to those individuals meeting the specific requirements for each area provided herein. (Section 33-1201, Idaho Code) In addition to the applicable certificate level requirements outlined in Subsections 015.01 through 015.03, applicants must meet the specific grade level or subject area certificate requirements as provided herein. Teachers who hold an Idaho educator credential issued prior to April 2015 will be subject to the provisions of their existing certificate and must meet the renewal provisions of the professional certificate as described herein at time of renewal. (3-16-04)

01. Measuring Student Achievement. Measurable student achievement shall include one (1) or more assessments demonstrating achievement and growth of the students for whom the teacher is responsible. Measures and targets shall be chosen at the district level in collaboration with the teacher and applicable district staff and be selected from the list of tools included in the definition of measurable student achievement as contained in these rules. The majority of student achievement shall be based on student growth. ( )

02. Idaho Residency Certificate. The residency certificate is an initial certificate granted to individuals new to the teaching profession and is valid for three (3) years. ( )

a. Teachers meeting the following criteria may apply for a residency certificate.

i. Graduated from an Idaho approved educator or occupational teacher preparation program and have received an institutional recommendation; or ( )

ii. Obtained approval of an Idaho alternate route to certification as described in Section 042 of these rules. ( )

b. Holders of a residency certificate shall receive mentoring during the term of their certificate as outlined in their individualized professional learning plan. ( )

c. The residency certificate is non-renewable. Teacher holding a residency certificate who cannot meet the minimum requirements for a professional certificate may request a one (1) year extension under the following provisions: ( )

i. They are currently employed in a certificated position; and ( )

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- ii. They have a written recommendation from the hiring district requesting the extension. ( )
- d. Teachers holding a residency certificate who cannot meet the minimum requirements for a professional certificate may return to an approved education preparation program to address areas of deficiency. ( )
- i. Once successful in completing the higher education instruction, teachers may re-apply for a residency certificate. ( )
- ii. Teachers will not hold a certificate during this time period. ( )
- iii. If a teacher holding a residency certificate achieves the requisite proficiency ratings and student growth in one of their three years, or four years in the event of an extension, the teacher may use that year for purposes of meeting the professional certificate requirements. ( )
- iv. Teachers may reapply for a professional certificate once the minimum requirements are met. ( )

**03. Idaho Professional Certificate.** The professional certificate is a five (5) year renewable certificate. The Department of Education is authorized to review the applications for professional certificates and issue professional certificates based on the application submitted. ( )

- a. The initial application shall include the following evidence: ( )
  - i. Hold a residency certificate for three (3) years, or have completed the applicable interim certificate. ( )
  - ii. For two (2) of three (3) years, or four (4) years in the event of an extension: show demonstrated teaching proficiency on the Idaho framework for teaching by having sixteen (16) or more components rated as proficient or higher; no more than six (6) components ranked as basic; and no components rated as unsatisfactory. ( )
  - iii. Show measurable student achievement as set forth in subsection 015.01; ( )
  - iv. Annual individualized professional learning plans developed in conjunction with school district supervisor; ( )
  - v. Additional artifacts demonstrating evidence of effective teaching which may be considered in exceptional cases for purposes of determining proficiency and student achievement in the event required standards are not met. ( )
- b. To renew the professional certificate the teacher must meet the applicable credit requirements of their specific endorsements. ( )

**04. Elementary Certificate.** A Elementary Certificate makes an individual eligible to teach grades kindergarten (K) through eight (8), and may be issued to any person who has a bachelor's degree from an accredited college or university and who meets the following requirements: ( )

- a. Completion of the general education requirements at an accredited college or university is required. ( )
- b. Professional Education Requirements. ( )
  - i. A minimum of twenty-four (24) semester credit hours, or thirty-six (36) quarter credit hours, in the philosophical, psychological, and methodological foundations and in the professional subject matter of elementary education, which shall include at least six (6) semester credit hours, or nine (9) quarter credit hours, in developmental reading and its application to the content area. ( )
  - ii. At least six (6) semester credit hours, or nine (9) quarter credit hours, of elementary student teaching or two (2) years of satisfactory experience as a teacher in grades K-8. ( )
- c. An institutional recommendation from an accredited college or university or verification of two (2) years of teaching experience in grades Kindergarten (K) through eight (8). ( )
- d. All individuals, who begin an Idaho approved preparation program after July 1, 2013, seeking a elementary certificate shall complete the requirements for a subject area endorsement as outlined under requirements for a secondary certificate. An endorsement allowing teaching of that subject through grade nine (9) or a K-12 endorsement shall be added to the Elementary Certificate. ( )
- e. Proficiency in areas noted above is measured by completion of the credit hour requirements provided herein. Additionally, each candidate shall meet or exceed the state qualifying score on approved elementary content area and pedagogy assessments. ( )

**05. Secondary Certificate.** A Secondary Certificate makes an individual eligible to teach in grades six (6) through twelve (12). A Secondary Certificate may be issued to any person with a bachelor's degree from an accredited college or university and who meets the following minimum requirements: ( )

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- a.** Completion of the general education requirements at an accredited college or university is required. ( )
- b.** Professional Education Requirements. ( )
- i.** A minimum of twenty (20) semester credit hours, or thirty (30) quarter credit hours, in the philosophical, psychological, and methodological foundations, instructional technology, and in the professional subject matter of secondary education, which must include at least three (3) semester credit hours, or four (4) quarter credit hours, of reading in the content area. ( )
- ii.** The required twenty (20) semester credit hours, or thirty (30) quarter credit hours, must also include at least six (6) semester credit hours, or nine (9) quarter credit hours, of secondary student teaching or two (2) years of satisfactory experience as a teacher in grades six (6) through twelve (12). ( )
- c.** Preparation in at least two (2) fields of secondary teaching: a first teaching field of at least thirty (30) semester credit hours, or forty-five (45) quarter credit hours, and a second teaching field of at least twenty (20) semester credit hours, or thirty (30) quarter credit hours. Preparation of not less than forty-five (45) semester credit hours, or sixty-seven (67) quarter credit hours, in a single subject area may be used in lieu of the first teaching field or second teaching field requirements. ( )
- d.** An institutional recommendation from an accredited college or university or verification of two (2) years of teaching experience in grades six (6) through twelve (12). ( )
- e.** Proficiency in areas noted above is measured by completion of the credit hour requirements provided herein. Additionally, each candidate must have a qualifying score on an approved content area assessment in any area(s) for which the certificate or endorsement(s) will be applied. ( )

**06. Early Childhood/Early Childhood Special Education Blended Certificate.** An Early Childhood / Early Childhood Special Education Blended Certificate is non-categorical and makes an individual eligible to teach in any educational setting for youth from birth to grade three (3), including those who are at-risk or have developmental delays. The Early Childhood / Early Childhood Special Education Blended Certificate may be issued to any person with a bachelor's degree from an accredited college or university and who meets the following minimum requirements: ( )

- a.** Completion of the general education requirements at an accredited college or university is required.
- b.** Professional Education Requirements. ( )
- i.** A minimum of thirty (30) semester credit hours, or forty-five (45) quarter credit hours, in the philosophical, psychological, and methodological foundations, in instructional technology, and in the professional subject matter of early childhood and early childhood-special education. The professional subject matter of early childhood and early childhood-special education shall include course work specific to the young child from birth through grade three (3) in the areas of child development and learning; curriculum development and implementation; family and community relationships; assessment and evaluation; professionalism; and, application of technologies. ( )
- ii.** The required thirty (30) semester credit hours, or forty-five (45) quarter credit hours, shall include not less than six (6) semester credit hours, or nine (9) quarter credit hours, of early childhood student teaching and three (3) semester credit hours, or four (4) quarter credit hours, of developmental reading. ( )
- c.** An institutional recommendation from an accredited college or university, and passage of the Idaho Comprehensive Literacy Assessment. ( )
- d.** Proficiency in areas noted above is measured by completion of the credit hour requirements provided herein. Additionally, each candidate shall meet or exceed the state qualifying score on approved early-childhood assessments. ( )

**07. Exceptional Child Certificate.** Holders of this certificate work with children who have been identified as having an educational impairment. ( )

- a.** Completion of the general education requirements at an accredited college or university is required. ( )
- b.** Generalist Endorsement (K-12): the Generalist K-12 endorsement is non-categorical and allows one to teach in any K-12 special education setting. This endorsement is valid for five (5) years. Six (6) credit hours are required every five (5) years for renewal. Regardless of prior special education experience, all initial applicants must provide an institutional recommendation that an approved special education program has been completed, with field work to include an internship and student teaching in a special education setting. To be eligible for an Exceptional Child Certificate with a Generalist K-12 endorsement, a candidate must have satisfied the following requirements: ( )



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- i. Completion of a baccalaureate degree from an accredited college or university. ( )
- ii. Completion, in an Idaho college or university, of a program in elementary, secondary, or special education currently approved by the Idaho State Board of Education, or completion, in an out-of-state college or university, of a program in elementary, secondary, or special education currently approved by the state educational agency of the state in which the program was completed. ( )
- iii. Completion of thirty (30) semester credit hours in special education, or closely related areas, as part of an approved special education program. ( )
- iv. Each candidate must have a qualifying score on an approved core content assessment and a second assessment related to the specific endorsement requested. ( )
- c.** Early Childhood Special Education Endorsement (Pre-K-3): the Early Childhood Special Education (Pre-K-3) endorsement is non-categorical and allows one to teach in any Pre-K-3 special education setting. This endorsement may only be added to the Exceptional Child Certificate in conjunction with the Generalist K-12 endorsement and is valid for five (5) years. Six (6) credit hours are required every five (5) years for renewal. To be eligible for an Exceptional Child Certificate with an Early Childhood Special Education (Pre-K-3) endorsement, a candidate must have satisfied the following requirements: ( )
  - i. Completion of a program of a minimum of twenty (20) semester credit hours in the area of Early Childhood Education to include course work in each of the following areas: child development and behavior with emphasis in cognitive-language, physical, social and emotional areas, birth through age eight (8); curriculum and program development for young children ages three (3) to eight (8); methodology: planning, implementing and evaluating environments and materials for young children ages three (3) to eight (8); guiding young children's behavior: observing, assessing and individualizing ages three (3) to eight (8); identifying and working with atypical young children ages three (3) to eight (8); parent-teacher relations; and, field work to include an internship and student teaching at the Pre-K - 3 grades. ( )
  - d.** Hearing Impairment Endorsement (K-12): completion of a minimum of thirty (30) semester credit hours in the area of hearing impairment. An institutional recommendation specific to this endorsement is required. To be eligible for an Exceptional Child Certificate with a Hearing Impairment endorsement, a candidate must have satisfied the following requirements: ( )
    - i. Completion of a baccalaureate degree from an accredited college or university; ( )
    - ii. Completion of a program from an Idaho college or university in elementary, secondary, or special education currently approved by the Idaho State Board of Education; or ( )
    - iii. Completion of a program from an out-of-state college or university in elementary, secondary, or special education currently approved by the state educational agency of the state in which the program was completed; ( )
    - iv. Completion of a program of a minimum of thirty (30) semester credit hours in the area of Hearing Impairment. Must receive an institutional recommendation specific to this endorsement from an accredited college or university. ( )
  - e.** Visual Impairment Endorsement (K-12): Completion of a program of a minimum of thirty (30) semester credit hours in the area of visual impairment. An institutional recommendation specific to this endorsement is required. To be eligible for an Exceptional Child Certificate with a Visually Impairment endorsement, a candidate must have satisfied the following requirements: ( )
    - i. Completion of a baccalaureate degree from an accredited college or university; ( )
    - ii. Completion of a program from an Idaho college or university in elementary, secondary, or special education currently approved by the Idaho State Board of Education; or ( )
    - iii. Completion of a program from an out-of-state college or university in elementary, secondary, or special education currently approved by the state educational agency of the state in which the program was completed; ( )
    - iv. Completion of a program of a minimum of thirty (30) semester credit hours in the area of Visual Impairment. Must receive an institutional recommendation specific to this endorsement from an accredited college or university. ( )
- 08.** Certification Standards for Professional-Technical Educators. Teachers of professional-technical classes or programs in secondary or postsecondary schools must hold an endorsement in an appropriate occupational discipline. This endorsement may be held on a Secondary Teaching Certificate or on an Occupational Specialist Certificate. For postsecondary instructors and administrators, certification fees are set by the State Board for Professional-Technical Education, and application processes are managed by the Division of Professional-Technical Education. ( )

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**09. Degree Based Professional-Technical Certification. ( )**

**a.** Individuals graduating from an approved occupational teacher preparation degree program qualify to teach in the following five (5) disciplines: Agricultural Science & Technology; Business Technology Education; Family & Consumer Sciences; Marketing Technology Education; and Technology Education. Occupational teacher preparation course work must meet the Idaho Standards for the Initial Certification of Professional School Personnel. The occupational teacher education program must provide appropriate content to constitute a major in the identified field. Student teaching shall be in an approved program and include experiences in the major field. Applicants shall have accumulated four-thousand (4,000) clock hours of related work experience or shall have completed an approved practicum in their respective field of specialization. ( )

**b.** The Professional-Technical Administrator certificate is required for an individual serving as an administrator, director, manager or coordinator of professional-technical education at the state, secondary or postsecondary level. Individuals must meet the following prerequisites to qualify for the Professional-Technical Administrator Certificate. Equivalence in each area will be determined on an individual basis by the State Division of Professional-Technical Education. ( )

**i.** Qualify for or hold an Occupational Specialist certificate or hold an occupational endorsement on the secondary teaching credential; ( )

**ii.** Provide evidence of a minimum of three (3) years teaching in an occupational discipline; ( )

**iii.** Hold a master's degree; and, ( )

**iv.** Complete at least fifteen (15) semester credits of administrative course work. Applicants must have completed: financial aspects of professional-technical education; administration of personnel; and legal aspects of professional-technical education. Additional course work can be selected from any of the following areas: administration and supervision of occupational programs; instructional supervision; administration internship; curriculum development; curriculum evaluation; research in curriculum; school community relations; communication; teaching the adult learner; coordination of work-based learning programs; and/or measurement and evaluation. ( )

**v.** To renew the Professional-Technical Administrator Certificate, individuals are required to complete six (6) semester hours of related course work or meet renewal requirements for professional-technical teachers. ( )

**c.** Work-Based Learning Coordinator Endorsement: educators assigned to coordinate approved work-based experiences must hold the Work-Based Learning Coordinator endorsement. To be eligible, applicants must hold an occupational endorsement on the Secondary Certificate or qualify for an Occupational Specialist Certificate, plus complete course work in coordination of work-based learning programs. ( )

**d.** Career Counselor Endorsement: the endorsement for a Career Counselor may be issued to applicants who hold a current Pupil Personnel Services Certificate endorsed Counselor K-12 and who have satisfied the following professional technical requirement: Career Pathways and Professional Technical Guidance; Principles/ Foundations of Professional-Technical Education; and Theories of Occupational Choice. ( )

**10. Occupational Specialist Certificate.** The Occupational Specialist Certificate is an industry based professional-technical certification. Persons who need to hold the Occupational Specialist Certificate include: secondary educators assigned to Health Professions Education and Skilled and Technical Sciences; those in specialized occupational areas where specific degree-granting professional technical teacher education programs do not exist; and postsecondary professional-technical educators who teach courses with nine (9) to twelve (12) students per class. ( )

**a.** Applicants must: be eighteen (18) years of age; document full-time, successful, recent, gainful employment in the area for which certification is requested; possess either a high school diploma or General Educational Development (GED) certificate; and, verify technical skills through work experience, certification or testing as listed below. When applicable, requirements of occupationally related state agencies must also be met. Since educational levels and work experiences vary, applicants may be determined highly qualified under any one (1) of the following three (3) options: ( )

**i.** Have sixteen-thousand (16,000) hours of full-time, successful, recent, gainful employment in the occupation for which certification is requested. Up to forty-eight (48) months credit can be counted toward the eight (8) years on a month-to-month basis for journeyman training and/or postsecondary training successfully completed as a full-time student in an approved/approvable, postsecondary, professional-technical education program. ( )

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ii. Have a bachelor's degree in the specific occupation or related area, plus six-thousand (6,000) hours of full-time, successful, recent, gainful employment in the occupation. ( )

iii. Meet one (1) of the following: have at least journeyman level plus two (2) years of recent, full-time, gainful, related work experience. A person who has completed a formal apprenticeship program in the occupation or related area for which certification is requested. The apprenticeship must be under the direction of an employer and the Bureau of Apprenticeship and Training or an approved State Apprenticeship Agency; pass approved state or national certification/certification examination plus three (3) years of recent, full-time, gainful, related work experience (length and type of work experience in emergency services and health professions will be determined on an individual basis); or pass approved industry related certification for skill level requirements (vendor and industry specific) plus three (3) years of recent, full-time, gainful, related work experience (length and type of work experience in emergency services and health professions will be determined on an individual basis). If no competency test exists, a written recommendation from a representative occupational advisory council/committee and recorded in its minutes is required to verify occupational competence. ( )

b. Limited Occupational Specialist Certificate: this certificate is issued to individuals who are new to teaching trades and health occupations in public schools. The certificate is valid for three (3) years. ( )

i. Within the first eighteen (18) months, the holder must complete the pre-service workshop sponsored by the State Division of Professional-Technical Education and an approved course in professional technical methods and student assessment. ( )

ii. Complete a new-teacher induction workshop at the state or district level. ( )

iii. File a Professional Development Plan with the State Division of Professional-Technical Education. ( )

iv. Within the three (3) year period of the Limited Occupational Specialist Certificate, the instructor must satisfactorily complete course work that includes competencies in four (4) of the following: Principles/ Foundations of Occupational Education; Career Pathways and Guidance; Analysis, Integration, and Curriculum Development; Measurement and Evaluation; and Methods of Teaching Occupational Education. ( )

c. Standard Occupational Specialist Certificate: this certificate is issued to individuals who have completed course work equivalent to that required of the Limited Occupational Specialist Certificate. The certificate must be renewed every five (5) years, which shall include completion of six (6) semester credit hours of approved course work or verification of two hundred forty (240) hours of approved related work experience or ninety (90) hours of attendance at approved technical conferences, institutes, or workshops or any equivalent combination thereof, and file of a Professional Development Plan for the next certification period. ( )

d. Advanced Occupational Specialist Certificate: this certificate is issued to individuals who meet all the requirements outlined below: ( )

i. Meet the requirements for the Standard Occupational Specialist Certificate; ( )

ii. Provide evidence of completion of a teacher training degree program or eighteen (18) semester credits of approved course work in addition to the twelve (12) semester credits required for the Standard Occupational Specialist Certificate (a total of thirty (30) semester credits); and ( )

iii. File a new professional development plan for the next certification period. ( )

iv. This certificate must be renewed every five (5) years, which shall include completion of six (6) semester credit hours of approved course work or submit verification of two hundred forty (240) hours of approved related work experience or ninety (90) hours of attendance at approved technical conferences, institutes and workshops or any equivalent combination thereof, and file a new Professional Development Plan for the next certification period. ( )

**11. Additional Renewal Requirements.** In addition to specific certificate or certificate level renewal requirements, applicants must meet the following renewal requirements as applicable. ( )

**01a. Renewal Requirement- Mathematics In-Service Program.** In order to recertify, the state approved mathematics instruction course titled "Mathematical Thinking for Instruction", or another State Department of Education approved alternative course, shall be required. The "Mathematical Thinking for Instruction" course consists of three (3) credits (or forty-five (45) contact hours of in-service training). Teachers and administrators shall take one (1) of the three (3) courses developed that ~~each teacher deems to be~~ most closely aligned with their current assignment prior to September 1, 2014. Any teacher or administrator successfully completing said course shall be deemed to have met the requirement of Subsection 060.03.c. of this rule, regardless of whether such course is part of any official transcript. Successful completion of state approved mathematics instruction course shall be a one-time requirement for renewal of certification for those currently employed in an Idaho school district and shall be included within current requirements for continuing education for renewal. The following individuals ~~listed in Subsection~~

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~~016.01.a. through 016.01.e. shall~~ **must** successfully complete the “Mathematical Thinking for Instruction” course in order to recertify: ~~(3-20-14)( )~~

- ~~a.i.~~ Each teacher holding an Early Childhood/Early Childhood Special Education Blended Certificate (Birth - Grade 3) who is employed in an elementary classroom (multi-subject classroom, K-8); (3-29-10)
- ~~b.ii.~~ Each teacher holding an ~~an~~ **Standard** Elementary Certificate (K-8) who is employed in an elementary classroom (multi-subject classroom K-8); ~~(3-20-14)( )~~
- ~~e.iii.~~ Each teacher holding a **Standard** Secondary Certificate (6-12) teaching in a math content classroom (grade six (6) through grade twelve (12)) including Title I who is employed in an elementary classroom (multi-subject classroom K-8); (3-20-14)
- ~~a.iv.~~ Each teacher holding a **Standard** Exceptional Child Certificate (K-12) who is employed in an elementary classroom (multi-subject classroom K-8); and (3-20-14)
- ~~e.v.~~ Each school administrator holding an Administrator Certificate (Pre K-12) who is employed in an elementary classroom (multi-subject classroom K-8), including all school district and charter administrators. (3-20-14)

~~02. Out-of-State Applicants—Mathematical Thinking for Instruction. (4-4-13)~~

~~a. Out-of-state applicants shall take the state approved mathematics instruction course titled “Mathematical Thinking for Instruction” as a certification requirement. The “Mathematical Thinking for Instruction” course consists of three (3) credits (or forty five (45) contact hours of in-service training). (3-29-10)~~

~~b. Those individuals who qualify for an Idaho certificate through state reciprocity shall be granted a three year, non-renewable, interim certificate to allow time to meet the Idaho Mathematics In-service program requirement. (4-4-13)~~

~~03b. Waiver of Mathematics In-Service Program.:~~ **W**hen applying for certificate renewal, an automatic waiver of the mathematics in-service program requirement shall be granted for any certificated individual living outside of the state of Idaho who is not currently employed as an educator in the state of Idaho. This waiver applies only as long as the individual remains outside the state of Idaho or as long as the individual is not employed as an educator in the state of Idaho. Upon returning to Idaho or employment in an Idaho public school, the educator will need to complete this requirement prior to the next renewal period. ~~(3-20-14)( )~~

~~04c. Renewal Requirement—Idaho Comprehensive Literacy Course.:~~ **I**n order to recertify, a state approved Idaho Comprehensive Literacy Course shall be required. Successful completion of a state approved Idaho Comprehensive Literacy course shall be a one-time requirement for renewal of certification for those currently employed in an Idaho school district and shall be included within current requirements for continuing education for renewal. The following individuals ~~listed in Subsection 016.04.a. through 016.04.e. shall~~ **must** successfully complete an Idaho Comprehensive Literacy course in order to recertify: ~~(4-4-13)( )~~

- ~~a.~~ Each teacher holding an Early Childhood/Early Childhood Special Education Blended Certificate (Birth - Grade 3) who is employed in an elementary classroom (multi-subject classroom, K-8); (4-4-13)
- ~~b.~~ Each teacher holding a Standard Elementary Certificate (K-8) who is employed in an elementary classroom (K-8); and (3-20-14)
- ~~c.~~ Each teacher holding a Standard Exceptional Child Certificate (K-12) who is employed in a K-12 classroom. (3-20-14)

~~05. Out-of-State Applicants—Idaho Comprehensive Literacy Course. (3-20-14)~~

~~a. Out-of-state applicants shall take a state approved Idaho Comprehensive Literacy Course as a certification requirement. (3-20-14)~~

~~b. Those individuals who qualify for an Idaho certificate through state reciprocity shall be granted a three year, non-renewable, interim certificate to allow time to meet the Idaho Comprehensive Literacy Course requirement. (3-20-14)~~

**12. Leave of Absence.** Teachers holding a residency certificate who are granted a district approved leave of absence from teaching for one (1) or more years may receive a one-year (1) extension to their renewal time frame. ( )

**a.** Teachers must notify the Department of Education that they have an approved leave of absence from the school district prior to the expiration of their residency certificate. ( )

**b.** The time frame may be extended to two (2) years if the purpose of the leave is to serve in a non-teaching district approved position. ( )

**c.** In the event of military leave, the renewal timeframe may be extended to a timeframe equivalent to the military obligation. ( )

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**13. Inactive Status. Teachers holding a residency certificate who are no longer in the classroom may apply for inactive status. ( )**

**a. On return to active status, the teacher shall resume certification status at the point of inactivity. ( )**

**b. To be placed on inactive status a teacher must apply for inactive certificate status prior to or at the time of current certificate renewal. ( )**

**0176. CONTENT, PEDAGOGY AND PERFORMANCE ASSESSMENT FOR CERTIFICATION.**

**01. Assessments.** State Board of Education approved content, pedagogy and performance area assessments shall be used in the state of Idaho to ensure qualified teachers are employed in Idaho's classrooms. The Professional Standards Commission shall recommend assessments and qualifying scores to the State Board of Education for approval (4-2-08)

**02. Out-of-State Waivers.** An out-of-state applicant for Idaho certification holding a current certificate may request a waiver from the above requirement. The applicant shall provide evidence of passing a state approved content, pedagogy and performance area assessment(s) or hold current National Board for Professional Standards Teaching Certificate. (4-2-08)

**03. Idaho Comprehensive Literacy Assessment.** All applicants for initial Idaho certification (Kindergarten through grade twelve (12)) from an Idaho approved teacher education program must demonstrate competency in comprehensive literacy. Areas to be included as parts of the assessment are: phonological awareness, phonics, fluency, vocabulary, comprehension, writing, and assessments and intervention strategies. Each Idaho public higher education institution shall be responsible for the assessment of teacher candidates in its teacher preparation program. The assessment must measure teaching skills and knowledge congruent with current research on best literacy practices for elementary students or secondary students (adolescent literacy) dependent upon level of certification and English Language Learners. In addition the assessment must measure understanding and the ability to apply strategies and beliefs about language, literacy instruction, and assessments based on current research and best practices congruent with International Reading Association/National Council of Teachers of English standards, National English Language Learner's Association professional teaching standards, National Council for Accreditation of Teacher Education standards, and state accreditation standards. (4-7-11)

**04. Technology Assessment.** All applicants for initial Idaho certification (Kindergarten through grade twelve (12)) from an Idaho approved teacher education program must demonstrate proficiency in relevant technology skills and practices to enhance classroom management and instruction. Each Idaho public higher education institution shall be responsible for the assessment of teacher candidates in its teacher preparation program. The assessment must measure understanding and the ability to apply strategies and beliefs about the integration of technology based on current research and best practices congruent with the International Society for Technology in Education professional teaching standards, the National Council for Accreditation of Teacher Education standards, and state accreditation standards. (4-7-11)

**~~018. STANDARD ELEMENTARY CERTIFICATE.~~**

~~A Standard Elementary Certificate makes an individual eligible to teach grades Kindergarten (K) through eight (8), and may be issued to any person who has a bachelor's degree from an accredited college or university and who meets the following requirements: (3-16-04)~~

~~**01. General Education Requirements.** Completion of the general education requirements at an accredited college or university is required. (3-30-07)~~

~~**02. Professional Education Requirements.** (3-30-07)  
**a.** A minimum of twenty-four (24) semester credit hours, or thirty-six (36) quarter credit hours, in the philosophical, psychological, and methodological foundations and in the professional subject matter of elementary education, which shall include at least six (6) semester credit hours, or nine (9) quarter credit hours, in developmental reading and its application to the content area. (3-16-04)~~

~~**b.** At least six (6) semester credit hours, or nine (9) quarter credit hours, of elementary student teaching or two (2) years of satisfactory experience as a teacher in grades K-8. (3-16-04)~~

~~**03. Additional Requirements.** An institutional recommendation from an accredited college or university or verification of two (2) years of teaching experience in grades Kindergarten (K) through eight (8). (3-16-04)~~

~~**04. Area of Endorsement.** All individuals, who begin an Idaho approved preparation program after July 1, 2013, seeking a Standard Elementary Certificate shall complete the requirements for a subject area~~



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~~endorsement as outlined under requirements for a Standard Secondary Certificate. An endorsement allowing teaching of that subject through grade nine (9) or a K-12 endorsement shall be added to the Standard Elementary Certificate. (3-12-14)~~

~~05. **Proficiency.** Proficiency in areas noted above is measured by completion of the credit hour requirements provided herein. Additionally, each candidate shall meet or exceed the state qualifying score on approved elementary content area and pedagogy assessments. (3-16-04)~~

~~019. **EARLY CHILDHOOD / EARLY CHILDHOOD SPECIAL EDUCATION BLENDED CERTIFICATE.** An Early Childhood / Early Childhood Special Education Blended Certificate is non-categorical and makes an individual eligible to teach in any educational setting for youth from birth to grade three (3), including those who are at risk or have developmental delays. The Early Childhood / Early Childhood Special Education Blended Certificate may be issued to any person with a bachelor's degree from an accredited college or university and who meets the following minimum requirements: (3-16-04)~~

~~01. **General Education Requirements.** Completion of the general education requirements at an accredited college or university is required. (3-30-07)~~

~~02. **Professional Education Requirements.** (3-16-04)  
a. A minimum of thirty (30) semester credit hours, or forty five (45) quarter credit hours, in the philosophical, psychological, and methodological foundations, in instructional technology, and in the professional subject matter of early childhood and early childhood special education. The professional subject matter of early childhood and early childhood special education shall include course work specific to the young child from birth through grade three (3) in the areas of child development and learning; curriculum development and implementation; family and community relationships; assessment and evaluation; professionalism; and, application of technologies. (3-16-04)~~

~~b. The required thirty (30) semester credit hours, or forty five (45) quarter credit hours, shall include not less than six (6) semester credit hours, or nine (9) quarter credit hours, of early childhood student teaching and three (3) semester credit hours, or four (4) quarter credit hours, of developmental reading. (3-16-04)~~

~~03. **Additional Requirements.** An institutional recommendation from an accredited college or university, and passage of the Idaho Comprehensive Literacy Exam. (3-16-04)~~

~~04. **Proficiency.** Proficiency in areas noted above is measured by completion of the credit hour requirements provided herein. Additionally, each candidate shall meet or exceed the state qualifying score on approved early childhood assessments. (3-16-04)~~

~~020. **STANDARD SECONDARY CERTIFICATE.** A Standard Secondary Certificate makes an individual eligible to teach in grades six (6) through twelve (12). A Secondary Certificate may be issued to any person with a bachelor's degree from an accredited college or university and who meets the following minimum requirements: (3-16-04)~~

~~01. **General Education Requirements.** Completion of the general education requirements at an accredited college or university is required. (3-30-07)~~

~~02. **Professional Education Requirements.** (3-30-07)  
a. A minimum of twenty (20) semester credit hours, or thirty (30) quarter credit hours, in the philosophical, psychological, and methodological foundations, instructional technology, and in the professional subject matter of secondary education, which must include at least three (3) semester credit hours, or four (4) quarter credit hours, of reading in the content area. (3-16-04)~~

~~b. The required twenty (20) semester credit hours, or thirty (30) quarter credit hours, must also include at least six (6) semester credit hours, or nine (9) quarter credit hours, of secondary student teaching or two (2) years of satisfactory experience as a teacher in grades six (6) through twelve (12). (3-16-04)~~

~~03. **Teaching Field Requirements.** Preparation in at least two (2) fields of secondary teaching: a first teaching field of at least thirty (30) semester credit hours, or forty five (45) quarter credit hours, and a second teaching field of at least twenty (20) semester credit hours, or thirty (30) quarter credit hours. Preparation of not less~~

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~~than forty five (45) semester credit hours, or sixty seven (67) quarter credit hours, in a single subject area may be used in lieu of the first teaching field or second teaching field requirements. (3-30-07)~~

~~04. **Additional Requirements.** An institutional recommendation from an accredited college or university or verification of two (2) years of teaching experience in grades six (6) through twelve (12). (3-16-04)~~

~~05. **Proficiency.** Proficiency in areas noted above is measured by completion of the credit hour requirements provided herein. Additionally, each candidate must have a qualifying score on an approved content area assessment in any area(s) for which the certificate or endorsement(s) will be applied. (3-16-04)~~

**017. IDAHO INTERIM CERTIFICATE.**

**01. Teacher Holding Certificates From States Other Than Idaho.** Teachers holding valid certificates from other states may apply for a three year non-renewable interim certificate as follows: ( )

**a.** Teachers with three (3) or less years teaching experience shall be granted an interim residency certificate. A teacher on an interim residency certificate may apply for a professional certificate once they have completed three (3) years of teaching and meet the following requirements: ( )

**i.** A teacher on an interim residency certificate may apply for a professional certificate as specified in subsection 015.03. ( )

**ii.** Teachers may provide evidence based on experience outside of the state of Idaho if proficiency and measurable student achievement is comparable to Idaho requirements. ( )

**iii.** Teachers must meet the professional certificate proficiency and measurable student achievement requirements while serving at least one year as a teacher in Idaho. ( )

**iv.** Teachers who do not meet the professional certificate requirements within three (3) years will be subject to the same provisions of the residency certificate at time of expiration. ( )

**b.** Teachers with more than three (3) years of teaching experience may apply for an interim professional certificate. A teacher on an interim professional certificate may apply for a professional certificate as specified in subsection 015.03. ( )

**i.** Teachers may provide evidence based on experience outside of the state of Idaho if proficiency and measurable student achievement is comparable to Idaho requirements. ( )

**ii.** Teachers must meet the professional certificate proficiency and measurable student achievement criteria while serving at least one year as a teacher in Idaho. ( )

**c.** All out of state teachers will be reviewed by the hiring district for technology deficiencies and may be required to take technology courses to improve their technology skills. ( )

**d.** All out of state teachers shall take the state approved mathematics instruction course titled "Mathematical Thinking for Instruction." The course consists of three (3) credits or forty-five (45) contact hours of in-service training. ( )

**02. Idaho Comprehensive Literacy Course.** For all Idaho teachers working on interim certificates, alternate routes or coming from out of the state, completion of a state approved reading instruction course shall be a one-time requirement for certification. ( )

**03. Occupational Specialist Certificate.** Limited Occupational Specialist Certificate applicants must apply for an interim residency certificate. The limited occupational specialist certificate is a one-time three-year (3) certificate. Teachers who possess a limited occupation specialist certificate may apply for a standard occupation specialist certificate. Standard and advanced occupational specialist certificate holders may apply for a professional certificate. ( )

**04. Reinstatement of Expired Certificate.** An individual holding an expired Idaho certificate may be issued a nonrenewable three-year (3) interim certificate. During the validity period of the interim certificate, the applicant must meet all current requirements listed for the specific certificate and endorsement(s) including the appropriate content, pedagogy, and performance assessments. ( )

**05. Foreign Institutions.** An educator having graduated from a foreign institution that is listed in the Accredited Degree-Granting Institutions section of the "Accredited Institutions of Postsecondary Education" and having a valid/current teaching certificate/license from the country or province in which the foreign institution is

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located, may be issued a non-renewable, three-year (3) interim certificate. The applicant must also complete the requirements listed in Section 013 of these rules. ( )

**018 -- 020. (RESERVED)**

**021. ENDORSEMENTS.**

Holders of an Secondary Certificate or a Standard Elementary Certificate, Secondary Certificate, Exceptional Child Certificate, Standard Occupational Specialist Certificate, and or Advanced Occupational Specialist Certificate may be granted endorsements in subject areas as provided herein. Idaho preparation programs shall prepare candidates for endorsements in accordance with the Idaho Standards for Initial Certification of Professional School Personnel. An official statement of competency in a teaching area or field is acceptable in lieu of courses for a teaching major or minor if such statements originate in the department or division of the accredited college or university in which the competency is established and are approved by the director of teacher education of the recommending college or university. To add an endorsement to an existing credential, an individual shall complete the credit hour requirements as provided herein and shall also meet or exceed the state qualifying score on appropriate, state approved content, pedagogy and performance assessments. When converting semester credit hours to quarter credit hours, two (2) semester credit hours is equal to three (3) quarter credit hours. (4-4-13)( )

**01. Clinical Experience Requirement.** All endorsements require supervised teaching experience in the relevant content area, or a State Department of Education approved alternative clinical experience. (3-12-14)

- 02. Alternative Route Preparation Program. ( )**
- a. Candidate shall meet all requirements for the endorsement as provided herein. ( )**
- b. Option I - National Board. By earning National Board certification in content specific areas teachers may gain endorsement in a corresponding subject area. ( )**
- c. Option II - Master's degree or higher. By earning a graduate degree in a content specific area, candidates may add an endorsement in that same content area to a valid certificate. ( )**
- d. Option III - Testing and/or Assessment. Two (2) pathways are available to some teachers, depending upon endorsement(s) already held. ( )**
- i. Pathway 1 - Endorsements may be added through state-approved testing and a mentoring component. The appropriate test must be successfully completed within the first year of authorization in an area closely compatible with an endorsement for which the candidate already qualifies and is experienced. Additionally requires the successful completion of a one (1)-year state-approved mentoring component. ( )**
- ii. Pathway 2 - Endorsements may be added through state-approved testing in an area less closely compatible with an endorsement for which the candidate already qualifies and is experienced. The appropriate test must be successfully completed within the first year of the authorization. Additionally requires the successful completion of a one (1)-year state-approved mentoring component and passing a final pedagogy assessment. ( )**

**(BREAK IN CONTINUITY OF SECTIONS)**

**028. ~~EXCEPTIONAL CHILD CERTIFICATE. (RESERVED)~~**

~~Holders of this certificate work with children who have been identified as having an educational impairment. (3-16-04)~~

~~**01. General Education Requirements.** Completion of the general education requirements at an accredited college or university is required. (3-30-07)~~

~~**02. Generalist Endorsement (K-12).** The Generalist K-12 endorsement is non-categorical and allows one (1) to teach in any K-12 special education setting. This endorsement is valid for five (5) years. Six (6) credit hours are required every five (5) years for renewal. Regardless of prior special education experience, all initial applicants must provide an institutional recommendation that an approved special education program has been completed, with field work to include an internship and student teaching in a special education setting. To be eligible for an Exceptional Child Certificate with a Generalist K-12 endorsement, a candidate must have satisfied the following requirements: (4-4-13)~~

- ~~**a. Completion of a baccalaureate degree from an accredited college or university. (3-16-04)**~~



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~~b. Completion, in an Idaho college or university, of a program in elementary, secondary, or special education currently approved by the Idaho State Board of Education, or completion, in an out of state college or university, of a program in elementary, secondary, or special education currently approved by the state educational agency of the state in which the program was completed. (3-16-04)~~

~~e. Completion of thirty (30) semester credit hours in special education, or closely related areas, as part of an approved special education program. (3-16-04)~~

~~d. Each candidate must have a qualifying score on an approved core content assessment and a second assessment related to the specific endorsement requested. (3-16-04)~~

~~03. **Early Childhood Special Education Endorsement (Pre-K-3).** The Early Childhood Special Education (Pre-K-3) endorsement is non-categorical and allows one to teach in any Pre-K-3 special education setting. This endorsement may only be added to the Standard Exceptional Child Certificate in conjunction with the Generalist K-12 endorsement and is valid for five (5) years. Six (6) credit hours are required every five (5) years for renewal. To be eligible for an Exceptional Child Certificate with an Early Childhood Special Education (Pre-K-3) endorsement, a candidate must have satisfied the following requirements: (4-7-11)~~

~~a. Completion of a program of a minimum of twenty (20) semester credit hours in the area of Early Childhood Education to include course work in each of the following areas: Child development and behavior with emphasis in cognitive language, physical, social and emotional areas, birth through age eight (8); Curriculum and program development for young children ages three to eight (3-8); Methodology: planning, implementing and evaluating environments and materials for young children ages three to eight (3-8); Guiding young children's behavior: observing, assessing and individualizing ages three to eight (3-8); Identifying and working with atypical young children ages three to eight (3-8) Parent teacher relations; and, Field work to include an internship and student teaching at the Pre-K-3 grades. (4-7-11)~~

~~04. **Hearing Impairment Endorsement (K-12).** Completion of a minimum of thirty (30) semester credit hours in the area of hearing impairment. An institutional recommendation specific to this endorsement is required. To be eligible for an Exceptional Child Certificate with a Hearing Impaired endorsement, a candidate must have satisfied the following requirements: (4-11-06)~~

~~a. Completion of a baccalaureate degree from an accredited college or university; (4-11-06)~~

~~b. Completion of a program from an Idaho college or university in elementary, secondary, or special education currently approved by the Idaho State Board of Education; or (4-11-06)~~

~~e. Completion of a program from an out of state college or university in elementary, secondary, or special education currently approved by the state educational agency of the state in which the program was completed; (4-11-06)~~

~~d. Completion of a program of a minimum of thirty (30) semester credit hours in the area of Hearing Impairment. Must receive an institutional recommendation specific to this endorsement from an accredited college or university. (4-11-06)~~

~~05. **Visual Impairment Endorsement (K-12).** Completion of a program of a minimum of thirty (30) semester credit hours in the area of visual impairment. An institutional recommendation specific to this endorsement is required. To be eligible for an Exceptional Child Certificate with a Visually Impaired endorsement, a candidate must have satisfied the following requirements: (4-11-06)~~

~~a. Completion of a baccalaureate degree from an accredited college or university; (4-11-06)~~

~~b. Completion of a program from an Idaho college or university in elementary, secondary, or special education currently approved by the Idaho State Board of Education; or (4-11-06)~~

~~e. Completion of a program from an out of state college or university in elementary, secondary, or special education currently approved by the state educational agency of the state in which the program was completed; (4-11-06)~~

~~d. Completion of a program of a minimum of thirty (30) semester credit hours in the area of Visual Impairment. Must receive an institutional recommendation specific to this endorsement from an accredited college or university. (4-11-06)~~

**(BREAK IN CONTINUITY OF SECTIONS)**

~~034. **CERTIFICATION STANDARDS FOR PROFESSIONAL TECHNICAL EDUCATORS.**~~

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~~Teachers of professional technical classes or programs in secondary or postsecondary schools must hold an endorsement in an appropriate occupational discipline. This endorsement may be held on a Secondary Teaching Certificate or on an Occupational Specialist Certificate. For postsecondary instructors and administrators, certification fees are set by the State Board for Professional Technical Education, and application processes are managed by the Division of Professional Technical Education. (3-16-04)~~

**035. DEGREE BASED PROFESSIONAL TECHNICAL CERTIFICATION.**

~~01. **Teacher Preparation Through Degree Program.** Individuals graduating from an approved occupational teacher preparation degree program qualify to teach in the following five (5) disciplines: Agricultural Science & Technology; Business Technology Education; Family & Consumer Science; Marketing Technology Education; and Technology Education. Occupational teacher preparation course work must meet the Idaho Standards for the Initial Certification of Professional School Personnel. The occupational teacher education program must provide appropriate content to constitute a major in the identified field. Student teaching shall be in an approved program and include experiences in the major field. Applicants shall have accumulated four thousand (4,000) clock hours of related work experience or shall have completed an approved practicum in their respective field of specialization. (3-16-04)~~

~~02. **Professional Technical Administrator Certificate.** The Professional Technical Administrator certificate is required for an individual serving as an administrator, director, manager or coordinator of professional technical education at the state, secondary or postsecondary level. Individuals must meet the following prerequisites to qualify for the Professional Technical Administrator Certificate. Equivalence in each area will be determined on an individual basis by the State Division of Professional Technical Education. (3-16-04)~~

~~a. Qualify for or hold an Occupational Specialist certificate or hold an occupational endorsement on the secondary teaching credential; (3-16-04)~~

~~b. Provide evidence of a minimum of three (3) years' teaching in an occupational discipline; (3-16-04)~~

~~c. Hold a masters degree; and, (3-16-04)~~

~~d. Completed at least fifteen (15) semester credits of administrative course work. Applicants must have completed: financial aspects of professional technical education; administration of personnel; and legal aspects of professional technical education. Additional course work can be selected from any of the following areas: administration and supervision of occupational programs; instructional supervision; administration internship; curriculum development; curriculum evaluation; research in curriculum; school community relations; communication; teaching the adult learner; coordination of work based learning programs; and/or measurement and evaluation. (3-16-04)~~

~~e. To renew the Professional Technical Administrator Certificate, individuals are required to complete six (6) semester hours of related course work or meet renewal requirements for professional technical teachers. (3-16-04)~~

~~03. **Work Based Learning Coordinator Endorsement.** Educators assigned to coordinate approved work based experiences must hold the Work Based Learning Coordinator endorsement. To be eligible, applicants must hold an occupational endorsement on the Standard Secondary Certificate or qualify for an Occupational Specialist Certificate, plus complete course work in coordination of work based learning programs. (3-16-04)~~

~~04. **Career Counselor Endorsement.** The endorsement for a Career Counselor may be issued to applicants who hold a current Pupil Personnel Services Certificate endorsed Counselor K-12 and who have satisfied the following professional technical requirement: Career Pathways and Professional Technical Guidance; Principles/Foundations of Professional Technical Education; and Theories of Occupational Choice. (3-16-04)~~

**036. INDUSTRY BASED PROFESSIONAL TECHNICAL CERTIFICATION.**

~~Persons who need to hold the Occupational Specialist Certificate include: secondary educators assigned to Health Occupations Education and to Trades & Industry Education; specialized occupational areas where specific degree-granting professional technical teacher education programs do not exist; and postsecondary professional technical educators who teach courses to 9-12 students. (3-16-04)~~

~~01. **General Requirements.** Applicants must: be eighteen (18) years of age; document full-time, successful, recent, gainful employment in the area for which certification is requested; possess either a high school diploma or General Educational Development (GED) certificate; meet provisions of Idaho Code; and, verify~~

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~~technical skills through work experience, certification or testing as listed below. When applicable, requirements of occupationally related state agencies must also be met. Since educational levels and work experiences vary, applicants may be determined highly qualified under any one (1) of the following three (3) options: (3-16-04)~~

- ~~a. Have sixteen thousand (16,000) hours of full time, successful, recent, gainful employment in the occupation for which certification is requested. Up to forty eight (48) months credit can be counted toward the eight (8) years on a month to month basis for journeyman training and/or postsecondary training successfully completed as a full time student in an approved/approvable, postsecondary, professional technical education program. (3-16-04)~~
- ~~b. Have a bachelor's degree in the specific occupation or related area, plus six thousand (6,000) hours of full time, successful, recent, gainful employment in the occupation. (3-16-04)~~
- ~~c. Meet one (1) of the following: (3-16-04)~~
  - ~~i. Have at least journeyman level plus two (2) years of recent, full time, gainful, related work experience. A person who has completed a formal apprenticeship program in the occupation or related area for which certification is requested. The apprenticeship must be under the direction of an employer and the Bureau of Apprenticeship and Training or an approved State Apprenticeship Agency; (3-16-04)~~
    - ~~ii. Pass approved state or national certification/certification examination plus three (3) years of recent, full time, gainful, related work experience (length and type of work experience in emergency services and health professions will be determined on an individual basis); or (3-16-04)~~
    - ~~iii. Pass approved industry related certification for skill level requirements (vendor and industry specific) plus three (3) years of recent, full time, gainful, related work experience (length and type of work experience in emergency services and health professions will be determined on an individual basis). If no competency test exists, a written recommendation from a representative occupational advisory council/committee and recorded in its minutes is required to verify occupational competence. (3-16-04)~~

~~**02. Limited Occupational Specialist Certificate.** This certificate is issued to individuals who are new to teaching trades and health occupations in public schools. The certificate is valid for three (3) years. (3-16-04)~~

- ~~a. Within the first eighteen (18) months, the holder must complete the pre-service workshop sponsored by the State Division of Professional Technical Education and an approved course in professional technical methods and student assessment. (3-16-04)~~
- ~~b. Complete a new teacher induction workshop at the state or district level. (3-16-04)~~
- ~~c. File a Professional Development Plan with the State Division of Professional Technical Education. (3-16-04)~~
- ~~d. Within the three (3) year period of the Limited Occupational Specialist Certificate, the instructor must satisfactorily complete course work which includes competencies in four (4) of the following: Principles/Foundations of Occupational Education; Career Pathways and Guidance; Analysis, Integration, and Curriculum Development; Measurement and Evaluation; and Methods of Teaching Occupational Education. (3-16-04)~~

~~**03. Standard Occupational Specialist Certificate.** This certificate is issued to individuals who have completed course work equivalent to that required of the Limited Occupational Specialist Certificate. The certificate must be renewed every five (5) years, which shall include completion of six (6) semester credit hours of approved course work or verification of two hundred forty (240) hours of approved related work experience or ninety (90) hours of attendance at approved technical conferences, institutes, or workshops or any equivalent combination thereof, and file of a Professional Development Plan for the next certification period. (3-16-04)~~

~~**04. Advanced Occupational Specialist Certificate.** This certificate is issued to individuals who meet all the requirements outlined below: (3-16-04)~~

- ~~a. Meet the requirements for the Standard Occupational Specialist Certificate; (3-16-04)~~
- ~~b. Provide evidence of completion of a teacher training degree program or eighteen (18) semester credits of approved course work in addition to the twelve (12) semester credits required for the Standard Occupational Specialist Certificate (a total of thirty (30) semester credits); and (3-16-04)~~
- ~~c. File a new Professional Development Plan for the next certification period. (3-16-04)~~
- ~~d. This certificate must be renewed every five (5) years, which shall include completion of six (6) semester credit hours of approved course work or submit verification of two hundred forty (240) hours of approved related work experience or ninety (90) hours of attendance at approved technical conferences, institutes and workshops or any equivalent combination thereof, and file a new Professional Development Plan for the next certification period. (3-16-04)~~

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**0374--041. (RESERVED)**

**042. ALTERNATE ROUTES TO CERTIFICATION.**

The purpose of this program is to provide an alternative for individuals to become certificated teachers in Idaho without following a standard teacher education program. Alternative Routes to Certification shall allow individuals to serve as the teacher of record prior to having earned full certification status. The teacher of record is defined as the person who is primarily responsible for planning instruction, delivering instruction, assessing students formatively and summatively, and designating the final grade. Individuals who are currently employed as Para-Educators, individuals who are currently certificated to teach but who are in need of emergency certification in another area, and individuals with strong subject matter background but limited experience with educational methodology shall follow the alternate certification requirements provided herein. Applicants pursuing an approved alternative route to certification shall be granted a residency certificate, unless otherwise specified in the alternative authorization requirements, and are subject to all of the requirements of the residency certificate as provided for in Section 015. (4-4-13)( )

**04301. Alternative Authorization -- Teacher To New Certification.** The purpose of this alternative authorization is to allow Idaho school districts to request endorsement/certification when a professional position cannot be filled with someone who has the correct endorsement/certification. Alternative authorization in this area is valid for up to three (3) years and is nonrenewable. (5-8-09)( )

**01a. Initial Qualifications.** Prior to application, a candidate must hold a Bachelor's degree, and a valid Idaho teacher certificate without full endorsement in content area of need. The school district must provide supportive information attesting to the ability of the candidate to fill the position. (5-8-09)( )

**02b. A candidate must participate in an approved alternative route preparation program.** (3-20-04)

**a.i. Option I -- Teacher to New Certification/Endorsement.** (5-8-09)

*The candidate will work toward completion of the alternative route preparation program through a participating college/university, and the employing school district. The candidate must complete a minimum of nine (9) semester credits annually to be maintain eligible lility for extension of up to a total of three (3) years. (3-20-04)*

*ii. The participating college/university shall provide procedures to assess and credit equivalent knowledge, dispositions, and relevant life/work experiences. (3-20-04)*

*iii. ~~Candidate shall meet all requirements for the endorsement/certificate as provided herein.~~ (3-20-04)*

*b. ~~Option II -- National Board (endorsement only). By earning National Board certification in content specific areas teachers may gain endorsement in a corresponding subject area. (5-8-09)~~*

*c. ~~Option III -- Master's degree or higher (endorsement only). By earning a graduate degree in a content specific area, candidates may add an endorsement in that same content area to a valid certificate. (5-8-09)~~*

*d. ~~Option IV -- Testing and/or Assessment (endorsement only). Two (2) pathways are available to some teachers, depending upon endorsement(s) already held. (5-8-09)~~*

*i. ~~Pathway 1 -- Endorsements may be added through state approved testing and a mentoring component. The appropriate test must be successfully completed within the first year of authorization in an area closely compatible with an endorsement for which the candidate already qualifies and is experienced. Additionally requires the successful completion of a one (1) year state approved mentoring component. (5-8-09)~~*

*ii. ~~Pathway 2 -- Endorsements may be added through state approved testing in an area less closely compatible with an endorsement for which the candidate already qualifies and is experienced. The appropriate test must be successfully completed within the first year of the authorization. Additionally requires the successful completion of a one (1) year state approved mentoring component and passing a final pedagogy assessment. (5-8-09)~~*

**04402. Alternative Authorization -- Content Specialist.** The purpose of this alternative authorization is to offer an expedited route to certification for individuals who are highly and uniquely qualified in a subject area to teach in a district with an identified need for teachers in that area. Alternative authorization in this area is valid for three (3) years and is not renewable. (3-20-04)( )

**01a. Initial Qualifications.** (3-20-04)

**a.i.** Prior to application, a candidate must hold a Bachelor's degree or have completed all of the requirements of a Bachelor's degree except the student teaching or practicum portion. (4-4-13)

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- bii.** The candidate shall meet enrollment qualifications of the alternative route preparation program. (3-20-04)
- 02b.** Alternative Route Preparation Program -- College/University Preparation. (3-20-04)
- ai.** A consortium comprised of a designee from the college/university to be attended, and a representative from the school district, and the candidate shall determine preparation needed to meet the Idaho Standards for Initial Certification of Professional School Personnel. This preparation must include mentoring and a minimum of one (1) classroom observation per month until certified. (3-20-04)
- bii.** Prior to entering the classroom, the candidate completes eight (8) to sixteen (16) weeks of accelerated study in education pedagogy. (3-20-04)
- eiii.** Candidate will work toward completion of the alternative route preparation program through a participating college/university, and the employing school district. A teacher must attend, participate in, and successfully complete an individualized alternative route preparation program as one (1) of the conditions to receive a recommendation for full certification. (3-20-04)
- dii.** The participating college/university shall provide procedures to assess and credit equivalent knowledge, dispositions and relevant life/work experiences. (3-20-04)
- ey.** Prior to entering the classroom, the candidate shall meet or exceed the state qualifying score on appropriate state-approved content, pedagogy, or performance assessment. (3-20-04)

**04503. Non-traditional Route To Teacher Certification.** An individual may acquire interim certification as found in Section 015 of these rules through an approved non-traditional route certification program. (3-20-14)( )

- 01a. Approval of the Program.** The State Board of Education must approve any non-traditional route to teacher certification. The program must include, at a minimum, the following components: (3-20-14)( )
- ai.** Pre-assessment of teaching and content knowledge; (4-6-05)
- bii.** An academic advisor with knowledge of the prescribed instruction area; and (4-6-05)
- eiii.** Exams of pedagogy and content knowledge. (4-6-05)
- 02b. Eligibility.** Individuals who possess a bachelor's degree or higher from an institution of higher education may utilize this non-traditional route to an interim Idaho Teacher Certification. (3-20-14)( )

- 03c. Requirements for Completion.** To complete this non-traditional route, the individual must: (3-20-14)( )
- ai.** Complete a Board approved program; (4-6-05)
- bii.** Pass the Board approved pedagogy and content knowledge exams; and (4-6-05)
- eiii.** Complete the Idaho Department of Education Criminal History Check. (4-6-05)
- 04d. Interim Certificate.** Upon completion of the certification process described herein, the individual will be awarded an interim certificate from the State Department of Education's Bureau of Certification and Professional Standards. The term of the interim certification shall be three (3) years. During the term of the interim certificate, teaching by the individual must be done in conjunction with ~~a two (2) year a teacher mentoring program approved by the Board. The individual must complete the mentoring program during the term of the interim certificate. In the case where teachers start their mentoring program in the third year of their interim certificate, they must apply to the State Department of Education Teacher Certification Department for a waiver to complete the final year of their mentoring program for full certification~~ the mentoring program as required for Residency Certificate holders. All laws and rules governing the fully certificated teachers with respect to conduct, discipline and professional standards shall apply to individuals teaching under ~~an interim~~ any Idaho certificate. (3-20-14)( )

- 05e. Interim Certificate Not Renewable.** Interim certification hereunder is only available on a one (1) time basis per individual. It will be the responsibility of the individual to obtain full Idaho Teacher Professional Certification during the three (3) year interim certification term. (4-6-05)( )
- 06f. Types of Certificates and Endorsements.** The non-traditional route may be used for first-time certification, ~~subsequent certificates~~, and additional endorsements. (3-20-14)( )

**046. (RESERVED)**

**04704. Alternative Authorization - Pupil Personnel Services.** The purpose of this alternative authorization is to allow Idaho school districts to request emergency endorsement/certification when a position requiring the Pupil Personnel Services certificate cannot be filled with someone who has the correct endorsement/



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certification. The exception to this rule is the School Nurse endorsement. The requirements for this endorsement are already defined in Subsection 027.03, of these rules. (4-2-08)

**01a. Term of Validity.** Alternative authorization in this area is valid for three (3) years and will be reviewed annually and is nonrenewable. (~~4-2-08~~)( )

**02b. Initial Qualifications.** The applicant must complete the following: (~~4-2-08~~)( )

**a.i.** Prior to application, a candidate must hold a Masters degree and hold a current Idaho license from the Bureau of Occupational Licenses in the area of desired certification; and (4-2-08)

**b.ii.** The employing school district must provide supportive information attesting to the ability of the candidate to fill the position. (4-2-08)

**03c. Alternative Route Preparation Program.** (4-2-08)

**a.i.** The candidate must work toward completion of the alternative route preparation program through a participating college/university and the employing school district. (4-2-08)

**b.ii.** The candidate must complete a minimum of nine (9) semester credits annually to be eligible for extension of up to a total of three (3) years. (4-2-08)

**c.iii.** The participating college/university or the State Department of Education will provide procedures to assess and credit equivalent knowledge, dispositions, and relevant life/work experiences. (4-2-08)

**d.iv.** The candidate must meet all requirements for the endorsement/certificate as provided herein. (4-2-08)

**0483. -- 059. (RESERVED)**

**(BREAK IN CONTINUITY OF SECTIONS)**

**066. FEES.**

The state department of education shall maintain a record of all certificates issued, showing names, dates of issue and renewal, and if revoked, the date thereof and the reason therefor and the performance rating of each component on the statewide performance evaluation system. A nonrefundable fee shall accompany each application for a prekindergarten through grade twelve (12) certificate, alternate certificate, change in certificate or replacement as follows: (~~3-16-04~~)( )

**01. Initial Residency Certificate.** All types, issued for ~~five~~ three (~~5~~3) years -- seventy-five dollars (\$75). (~~3-16-04~~)( )

**02. Renewal Professional Certificate.** All types, issued for five (5) years -- seventy-five dollars (\$75). (~~3-16-04~~)( )

**03. Alternate Route Authorization.** All types, ~~issued for one (1) year~~ -- one hundred dollars (\$100). (~~3-16-04~~)( )

**04. Additions ~~or~~, Changes, or Late Fees During the Life of an Existing Certificate.** Twenty-five dollars (\$25). (~~3-16-04~~)( )

**05. To Replace an Existing Certificate.** Ten dollars (\$10). (3-16-04)

**(BREAK IN CONTINUITY OF SECTIONS)**

**120. LOCAL DISTRICT EVALUATION POLICY -- TEACHER AND PUPIL PERSONNEL CERTIFICATE HOLDERS.**

Each school district board of trustees will develop and adopt policies for teacher performance evaluation using multiple measures in which criteria and procedures for the evaluation of certificated personnel are research based and aligned to Charlotte Danielson Framework for Teaching Second Edition domains and components of instruction. The process of developing criteria and procedures for certificated personnel evaluation will allow opportunities for input from those affected by the evaluation; i.e., trustees, administrators, teachers, and parents. The evaluation policy will be a matter of public record and communicated to the certificated personnel for whom it is written. Summative evaluations must be completed by administrators who have proof of proficiency in evaluating teacher performance

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as stated in subsection 121.05 of these rule. At the request of the evaluator or the teacher at least one (1) of the required two (2) observations shall be completed by a second individual training in evaluating teacher performance as stated in subsection 121.05 of these rules. (3-20-14)( )

**01. Standards.** Each district evaluation model shall be aligned to state minimum standards that are based on Charlotte Danielson's Framework for Teaching Second Edition domains and components of instruction. Those domains and components include: (3-29-10)

- a.** Domain 1 - Planning and Preparation: (3-29-10)
  - i. Demonstrating Knowledge of Content and Pedagogy; (3-29-10)
  - ii. Demonstrating Knowledge of Students; (3-29-10)
  - iii. Setting Instructional Outcomes; (3-20-14)
  - iv. Demonstrating Knowledge of Resources; (3-29-10)
  - v. Designing Coherent Instruction; and (3-29-10)
  - vi. Designing Student Assessments. (3-29-12)
- b.** Domain 2 - The Classroom Environment: (3-29-12)
  - i. Creating an Environment of Respect and Rapport; (3-29-10)
  - ii. Establishing a Culture for Learning; (3-29-10)
  - iii. Managing Classroom Procedures; (3-29-10)
  - iv. Managing Student Behavior; and (3-29-10)
  - v. Organizing Physical Space. (3-29-10)
- c.** Domain 3 - Instruction and Use of Assessment: (3-29-10)
  - i. Communicating with Students; (3-29-12)
  - ii. Using Questioning and Discussion Techniques; (3-29-10)
  - iii. Engaging Students in Learning; (3-29-10)
  - iv. Using Assessment in Instruction; and (3-29-12)
  - v. Demonstrating Flexibility and Responsiveness. (3-29-12)
- d.** Domain 4 - Professional Responsibilities: (3-29-10)
  - i. Reflecting on Teaching; (3-29-10)
  - ii. Maintaining Accurate Records; (3-29-10)
  - iii. Communicating with Families; (3-29-10)
  - iv. Participating in a Professional Community; (3-29-12)
  - v. Growing and Developing Professionally; and (3-29-10)
  - vi. Showing Professionalism. (3-29-10)

**02. Professional Practice.** For evaluations conducted on or after July 1, 2013, all certificated instructional employees must receive an evaluation in which at least sixty-seven percent (67%) of the evaluation results are based on Professional Practice. All measures included within the Professional Practice portion of the evaluation must be aligned to the Charlotte Danielson Framework for Teaching Second Edition. The measures included within the Professional Practice portion of the evaluation shall include a minimum of two (2) documented observations annually, with at least one (1) observation being completed by January 1 of each year. District evaluation models shall also include at least one (1) of the following as a measure to inform the Professional Practice portion of all certificated instructional employee evaluations: (3-20-14)

- a.** Parent/guardian input; (3-20-14)
- b.** Student input; and/or (3-20-14)
- c.** Portfolios. (3-20-14)

**03. Student Achievement.** For evaluations conducted on or after July 1, 2013, all certificated instructional employees, principals and superintendents must receive an evaluation in which at least thirty-three percent (33%) of the evaluation results are based on multiple objective measures of growth in student achievement as determined by the board of trustees and based upon research. For evaluations conducted on or after July 1, 2014, growth in student achievement as measured by Idaho's statewide assessment for Federal accountability purposes must be included. This portion of the evaluation may be calculated using current and/or past year's data and may use one (1) or multiple years of data. Growth in student achievement may be considered as an optional measure for all other school based and district based staff, as determined by the local board of trustees. (3-20-14)

**04. Participants.** Each district evaluation policy will include provisions for evaluating all certificated employees

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identified in Section 33-1001, Idaho Code, Subsection 16. Evaluations shall be differentiated for certificated non-instructional employees and pupil personnel certificate holders in a way that aligns with the Charlotte Danielson Framework for Teaching Second Edition to the extent possible. Policies for evaluating certificated employees should identify the differences, if any, in the conduct of evaluations for nonrenewable contract personnel and renewable contract personnel. (3-20-14)

**05. Evaluation Policy - Content.** Local school district policies will include, at a minimum, the following information: (4-1-97)

**a.** Purpose -- statements that identify the purpose or purposes for which the evaluation is being conducted; e.g., individual instructional improvement, personnel decisions. (4-1-97)

**b.** Evaluation criteria -- statements of the general criteria upon which certificated personnel will be evaluated. (4-1-97)

**c.** Evaluator -- identification of the individuals responsible for appraising or evaluating certificated instructional staff and pupil personnel performance. The individuals assigned this responsibility shall have received training in evaluation and prior to September 1, 2018, shall demonstrate proof of proficiency in conducting observations and evaluating effective teacher performance by passing a proficiency assessment approved by the State Department of Education as a onetime recertification requirement. (3-20-14)

**d.** Sources of data -- description of the sources of data used in conducting certificated personnel evaluations. For certificated instructional staff, a minimum of two (2) documented classroom observations shall be included as one (1) source of data. At least one (1) of those observations must be completed prior to January 1 of each year. Parent/guardian input, student input and/or portfolios shall be considered. (3-20-14)

**e.** Procedure -- description of the procedure used in the conduct of certificated personnel evaluations. (4-1-97)

**f.** Communication of results -- the method by which certificated personnel are informed of the results of evaluation. (4-1-97)

**g.** Personnel actions -- the action available to the school district as a result of the evaluation and the procedures for implementing these actions; e.g., job status change. Note: in the event the action taken as a result of evaluation is to not renew an individual's contract or to renew an individual's contract at a reduced rate, school districts should take proper steps to follow the procedures outlined in Sections 33-513 through 33-515, Idaho Code in order to assure the due process rights of all personnel. (3-20-14)

**h.** Appeal -- the procedure available to the individual for appeal or rebuttal when disagreement exists regarding the results of certificated personnel evaluations. (4-1-97)

**i.** Remediation -- the procedure available to provide remediation in those instances where remediation is determined to be an appropriate course of action. (4-1-97)

**j.** Monitoring and evaluation. -- A description of the method used to monitor and evaluate the district's personnel evaluation system. (4-1-97)

**k.** Professional development and training -- a plan for ongoing training for evaluators/administrators and teachers on the districts evaluation standards, tool and process. (3-29-10)

**l.** Funding -- a plan for funding ongoing training and professional development for administrators in evaluation. (3-29-10)

**m.** Collecting and using data -- a plan for collecting and using data gathered from the evaluation tool that will be used to inform professional development. Aggregate data shall be considered as part of the district and individual schools Needs Assessment in determining professional development offerings. (3-20-14)

**n.** Individualizing teacher evaluation rating system -- a plan for how evaluations will be used to identify proficiency and record growth over time. No later than July 1, 2013, districts shall have established an individualized teacher evaluation rating system with a minimum of three (3) rankings used to differentiate performance of teachers and pupil personnel certificate holders including: (3-20-14)

**i.** Unsatisfactory being equal to "1"; (3-20-14)

**ii.** Basic being equal to "2"; and (3-20-14)

**iii.** Proficient being equal to "3". (3-20-14)

**o.** A plan for including all stakeholders including, but not limited to, teachers, board members, administrators, and parents in the development and ongoing review of their teacher evaluation plan. (3-20-14)

**06. Evaluation Policy - Frequency of Evaluation.** The evaluation policy shall include a provision for evaluating all certificated personnel on a fair and consistent basis. (3-20-14)



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**07. Evaluation Policy - Personnel Records.** Permanent records of each certificated personnel evaluation will be maintained in the employee's personnel file. All evaluation records will be kept confidential within the parameters identified in federal and state regulations regarding the right to privacy (Section 33-518, Idaho Code). Local school districts shall report the rankings of individual certificated personnel evaluations to the State Department of Education annually for State and Federal reporting purposes. The State Department of Education shall ensure that the privacy of all certificated personnel is protected by not releasing statistical data of evaluation rankings in local school districts with fewer than five (5) teachers and by only reporting that information in the aggregate by local school district. (3-20-14)

**08. Evaluation System Approval.** Each school district board of trustees will develop and adopt policies for teacher and pupil personnel certificated performance evaluation in which criteria and procedures for the evaluation are research based and aligned with the Charlotte Danielson Framework for Teaching Second Edition. By July 1, 2014, an evaluation plan which incorporates all of the above elements shall be submitted to the State Department of Education for approval. Once approved, subsequent changes made in the evaluation system shall be resubmitted for approval. (3-20-14)