

Good afternoon. I'm not sure if you are the appropriate individuals to address this matter to, but I'm hoping you can redirect me if needed.

We have a teacher at our Essex High School that will be serving her second year as the Career Development and Curriculum Coordinator this coming school year. Her name is Pamela Hemingway. Prior to that Pam worked for 20 years as a Business Education teacher at our Essex High School. During the last three years as a Business Education teacher, Pam taught our internship courses. She also taught a class on Entrepreneurship throughout her 20 years of teaching Business Education.

At the time Pam was hired for the Career Development and Curriculum Coordinator position, there was no endorsement specific to this assignment. Now, I understand a new endorsement has been developed for a Work Based Learning Coordinator, and that teachers performing worked based learning duties will need to obtain the endorsement by 7/1/17 to continue in their current roles.

Pam has submitted a request for a transcript review. Through this request Pam learned she would need to take 18 additional credits in order to qualify for this endorsement. The other option recommended to her was Peer Review. Neither of these options feels fair nor appropriate for someone who is already serving in this role with great success. These requirements are discouraging for anyone who would like to obtain this endorsement and continue in their current role. I would like to suggest the following for your consideration:

- In comparing the Work Based Learning Coordinator endorsement to the Business Education endorsement, (although worded slightly different) there seems to be much duplication between the two. Based on our analysis, knowledge standards 1, 3, 4, 5 and 6 of the Work Based Learning Coordinator endorsement are all covered under the Business Education endorsement. Knowledge standard 2 of the Based Learning Coordinator endorsement is covered under the competencies for all educators (section 5235.1 of the licensing rules). Also, on the Business Education endorsement under *Additional Requirements* it states, "A supervised work experience using business and administrative skills through cooperative education, internship, or paid work experience". This is exactly what Pam is doing in her new role, namely, supervising student work experiences using business and administrative skills though cooperative education, internship, or paid work experience. This makes me question why an individual who holds a Business Education endorsement would have to jump through so many hoops in order to qualify for the Work Based Learning Coordinator endorsement when one endorsement seems to be embedded the other. I ask that you reconsider the Work Based Learning Coordinator endorsement requirements for a teacher who already holds the Business Education endorsement. The one area of deficiency noted between the two was the knowledge of "local, state and federal wage, hour, and safety laws, especially those related to child labor, training, and risk management" as stated in Performance Standard f) of the Work Based Learning Coordinator endorsement. I suggest you create an alternative transcript review process for those teachers who already hold a Level II Business Education endorsement which would require one (or maybe two) additional courses (or equivalent professional development hours) in order to obtain the Work Based Learning Coordinator endorsement.

- When the new Online Teaching Specialist endorsement was created, teachers who were already working in this role had a condensed process in which to obtain the new endorsement which included limited credit hours and/or a modified Peer Review with Abbreviated portfolio and a reduced fee. I suggest you adopt a similar process in this case for those serving as Work Based Learning Coordinators prior to the endorsement requirement. Incorporated in this condensed process could be the alternative transcript review process for those teachers who already hold a Level II Business Education endorsement (as outlined above) which would require one (or maybe two) additional courses (or equivalent professional development hours) in order to obtain the Work Based Learning Coordinator endorsement.

Thank you for your attention and consideration to this matter. I would be happy to speak with you further on this should you wish to contact me.

Best regards,  
Deb