

**Educator Quality Team**  
**January 9, 2018**

**From the Educator Quality Division Director, Debi Price**

Renewal season opened on January 3, 2018! During the renewal season, licensing specialists process renewal applications while simultaneously processing all other license applications. From January 1, 2017 through December 1, 2017 there were 9,394 applications submitted! Roughly 1/3 of the applications were for initial licenses or renewals for licenses that were expiring on June 30, 2017.

The Educator Quality Division has concentrated on cross training to increase our capacity in processing all license application types and thereby creating a more efficient process for applicants. License application types include: Renewals through L/RSB and Renewals not associated with an L/RSB, Reinstatements, Retired, Initial, Provisional, Emergency, Apprenticeship and Transcript Review. Although we have five staff assigned to processing applications, their full-time equivalents for this work varies. At the January VSBPE meeting an overview of each licensing process and requirements for licensure will be presented. Another process improvement is the deletion of the notarized request for criminal record check. Working with the Vermont Crime Information Center we have updated license application attestations to incorporate the needed information. One less document that applicants will need!

Lastly, on January 12<sup>th</sup> Malik McKinley from ETS will be facilitating a review of two early childhood educator assessments: (1) Early Childhood Education and (2) Education of Young Children. Faculty from educator preparation programs, school administrators and early childhood educators have been invited to attend the 2.5 hour session to review the assessments, set cut scores and provide feedback to the VSBPE on the assessments for possible implementation in place of the current Praxis II assessment for the Early Childhood Educator endorsement.

**From the In-service Team - Ron Ryan, Licensing Program Manager**

There are 3,414 educator licenses that will expire on June 30, 2018, and 473 Temporary licenses (Provisional, Emergency and Apprenticeship) that are expiring at the same time. Both Temporary licensed educators and professional educators have been notified via email through their preferred email account in their profile to submit their completed applications by April 1, 2018 to ensure their license will be issued prior to expiring. If applications are submitted after April 1, 2018 there is no guarantee that they will be licensed by the start of the 2018-19 school year.

By law, schools can't employ educators to work in areas where they are not properly licensed and endorsed. This may mean if an SU has offered an educator a contract that would require

them to work in an area where they do not hold the full endorsement, they may only be available to receive substitute pay until such time that they are licensed for that endorsement area or the 30 consecutive student days have ended.

Additionally, by State Statute only licensed educators working in their field of endorsement can receive credit for service towards retirement benefits. This means that if educators are not appropriately licensed by the time the school year begins for their work assignment, they will not accumulate years of service until such time that they are appropriately licensed. This could have a substantial impact on their retirement date and/or benefits.

By practice, extensions for provisional and apprenticeship licenses are rarely awarded and only at the request of the Superintendent when it is determined that extenuating circumstances exist that prevent the individual from completing the requirements for initial licensure. There are no extensions for special educator endorsements.

The Licensing Team work queues have minimal applications pending at this time however, January 3, 2018 is the beginning of renewal season!

Current work queue per application type as of 12/14/17

Application Type	Pending	*Under Review
Initial online	16	36
Reinstatement online	0	13
Renewal	0	5
Retired online	0	0
Temporary online	2	2
Transcript Review – Initial	1	16
Transcript Review – Add endorsement	0	81
Peer Review - Initial	8	40
Peer Review – Add endorsement	4	6
Temporary license extension requests	0	0

### **L/RSB Grant Applications, Allowances & Fiscal Agents:**

- 60/68 Grant Award Documents have been submitted to the finance office and processed
- 4/68 Grant Applications are still outstanding
- Currently awaiting additional information from four L/RSBs – mostly amended SDE 2.0

### **From the Pre-service Educator Quality Team - Terry Reilly, Program Coordinator**

On December 11<sup>th</sup> stakeholders from the field met to revise the Online Teaching Specialist endorsement. Additional groups are meeting December 18<sup>th</sup> to revise the Computer Science endorsement, December 20<sup>th</sup> to revise the Educational Technology Specialist endorsement, and January 2<sup>nd</sup> for the Dance endorsement. Art, Theater Arts, Music, Business Education, Family and Consumer Sciences endorsements are currently being scheduled for mid to late January. All endorsements, whether up for revision or not, are being formatted with consistent numbering and labeling.

### **PEER REVIEW Highlights**

- From August 15, 2017 to the end of December 2017, 49 candidates will have participated in a peer review panel.
- Due to the increased interest in the Peer Review Program, the Agency has added an additional clinic to their Saturday schedule now offering two clinics per month.
- In collaboration with other teacher preparation programs in Vermont, the Peer Review Coordinator is preparing various exemplars various. This aids with the inter-rater reliability process of the Vermont Licensure Portfolio (VLP).
- A new Training Manual for Panelists will be completed shortly which incorporates the implementation of the VLP.
- Preliminary work for the fall 2018 ROPA visit has begun
- The next Peer Review Advisory Committee (PRAC) is in March

### **ROPA Highlights**

- The newly hired ROPA Consultant has finished a thorough two-week training period and has begun normal duties including emails to all Vermont teacher preparation programs introducing herself and reminding the institutions of Licensure Officer responsibilities.
- The ROPA Consultant will conduct an informational session in the upcoming year for Licensure Officers per VSBPE policy.

- ROPA review teams have been selected for Green Mountain College and the College of St. Joseph for VSBPE approval at the January meeting.
- Scheduling of preliminary ROPA review meetings for both Green Mountain College and the College of St. Joseph is currently underway.
- The ROPA Consultant is working on forming teams for additional 2018 ROPA reviews; this entails entering potential review team members into the State's eligible contractors pool.
- The ROPA Consultant is currently reviewing all ROPA documents to ensure they meet the Agency branding expectations.