

Educator Quality Team

May 8, 2018

From the Educator Quality Division Director, Debi Price

Renewal season update: 3,414 educator licenses will be expiring on June 30, 2018. Between January 3, 2018 when renewal applications opened and April 20, 2018 we have received 1,776 renewal applications = 52%. During this time a total of 1,434 licenses have been paid for and issued.

The VSBPE Rules for revision are posted for public comment on the Agency of Education website on the [Educator Quality](#) page. Additionally interested parties can attend a public session scheduled for May 22, 2018 beginning at 3:30PM at Agency's office in Barre. Following the public comment period, VSBPE may choose to make changes to proposed rules prior to submission to the Legislative Committee for Administrative Rules (LCAR) at the end of June. Public comment link information has also been posted in the Weekly Field Memo.

The Educator Quality webpage houses multiple resource documents for applicants including step-by-step directions for each license application type. We are in the process of developing flow charts for each license application process as an additional resource. To date the following flow charts have been included on the Educator Quality webpage resources. Many thanks to Amy Scalabrini for the development of the flow charts.

- [What application process do I use to get my initial Vermont educator license](#)
- [Initial Traditional](#)
- [Renewing Level I L/RSB](#)
- [Renewing Level II L/RSB](#)
- [Initial Transcript Review](#)
-

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

Licensing Information

In our on-going continuous improvement efforts, we began tracking incomplete applications in February 2018 with the goal of identifying areas where there are reoccurring issues. Below please find the March data. The highest reoccurring areas include:

1. Fingerprint receipts = 184 applications
2. Transcripts = 73
3. Resumes = 54

Our team will continue to monitor this data over the next few months, making revisions to website messaging and tutorial resources as needed.

Vermont Agency of Education
Vermont Standards Board for Professional Educators

| March 2018 | | | | | | | | | | | |
|--|------------------------|---------------|---------------------|-------|-----------------------|------------------------------------|--------|---------|-------------|--------------------|-----------------------|
| Application Type | Additional credentials | Documentation | Fingerprint receipt | Other | Professional Learning | Provisional or Apprenticeship Plan | Resume | Testing | Transcripts | Transcripts w/rec. | TR Worksheet Syllabus |
| Apprenticeship | | | | | | | | | | | |
| Emergency | | | | | | | | | | | |
| Initial | 3 | 2 | 36 | 2 | | | 2 | 10 | 8 | 7 | |
| Initial - Peer Review | | | 1 | | | | | | | | |
| Initial - Transcript Review | | 2 | 5 | | | | | 2 | 2 | 1 | 1 |
| Provisional | | | | | | 5 | 15 | | 13 | | |
| Reinstatement | | 1 | 3 | 1 | 1 | | | | | | |
| Renewal | 3 | 8 | 45 | 3 | 5 | | | | | | |
| Retired | | 1 | | | | | | | | | |
| Transcript Review - Add endorsement | | 5 | | | | | 10 | 9 | 9 | 4 | 7 |
| TOTAL: | 6 | 19 | 90 | 6 | 6 | 5 | 27 | 21 | 32 | 12 | 8 |
| Additional Credentials: Out of state license, clinical license, AED/CPR, First Aid, certified driving history Documentation: Certificate of completion, proof of pension Professional Learning: New learning, impact statements | | | | | | | | | | | |

Current work queue per application type as of 4/23/18

| Application Type | Pending | *Under Review |
|-----------------------------------|---------|---------------|
| Initial online | 20 | 42 |
| Reinstatement online | 4 | 21 |
| Renewal | 43 | 313 |
| Retired | 0 | 6 |
| Temporary | 0 | 12 |
| Transcript Review Initial | 0 | 12 |
| Transcript Review Add Endorsement | 0 | 71 |
| Peer Review Initial | 10 | 37 |
| Peer Review Add Endorsement | 5 | 7 |
| Temporary License Extensions | 0 | 0 |

Under Review means the application has been reviewed and a Licensing Specialist is working with the educator. This group also includes applications where Letters of Eligibility have been issued or applications that are approved and awaiting payment. **Under review Peer Review applications do not include applicants that are in the year of portfolio development. *Transcript Review we are still finishing out the previous process where the application was open for 3 years.*

Local/Regional Standards Boards

Under Deb Giles leadership, Local and Regional Standards Boards (L/RSBs) workgroups were convened in March to develop a template for Professional Learning impact statements and make suggestions for how the Teacher and Administrator Self-Assessment could be used as a resource for Vermont educators in the renewal cycle. L/RSB members asked for a template for impact statements to ensure consistency across L/RSBs. The recommended impact statement

template and self-assessment resource tool will be reviewed by the Licensing Committee prior to review by the full board.

The summer training schedule for L/RSBs has been established for the month of July. VSBPE members are encouraged to attend. Trainings are scheduled from 9AM to 3PM on the following dates: July 10, 13, 19, 20, 24, 26, 27, and 31.

Deb Giles continues to support LSBs who are involved in mergers. She communicates and meets as needed with Local Standards Boards experiencing a merger for the upcoming school year, encouraging Boards to schedule a joint meeting of the two currently existing Boards to better prepare them to function as one Board. Lastly, May is Annual Report time for L/RSBs. Chairs of L/RSBs will be receiving information regarding the Annual Report.

From the Pre-service Educator Quality Team – Terry Reilly, Pre-Service Programs Coordinator

Work to renew the pre-approved sequence of classes (sometimes called transcript review alignments) is under way. These pre-approved sequences of classes are used to expedite the transcript review process. Renewing them entails updating an institutions approval and reviewing any new syllabi an institution may have implemented in the last twelve months. This year institutions will be reminded that these pre-approved sequences of classes that are helpful to candidates when adding an endorsement, may not be advertised as an approved program toward licensure.

The following endorsements are up for revision in the 2018-19 cycle: Educational Speech Language Pathologist, Elementary Education, Health Education, Director of Special Education, Superintendent, Principal, Career and Technical Center Director, Director of Curriculum, Assistant Director for Adult Education, Career and Technical Education. To align with Vermont rule making process specifically ICAR and LCAR meeting dates, final adoption of the revisions will occur at the VSBPE February 2019 meeting.

PEER REVIEW

- Creating panelist contracts for submission in May to ensure panels can meet through July. Previously, we have not offered July panels.
- The Peer Review Advisory Committee (PRAC) met virtually March 20th

ROPA

- A Full ROPA Review was conducted at College of Saint Joseph (CSJ) and Green Mountain College (GMC). The ROPA Coordinator is working with the respective review team Chairs of the CSJ and GMC teams to complete each team's report for submission to VSBPE.
- We are currently tracking EPP Technical Assistance requests to identify resources that would support EPPs.