

Educator Quality Team

Staff Report for January 10, 2017

From the Educator Quality Division Director, Debi Price

Renewal season began on January 9th! This is the earliest release yet and we are hopeful that educators will have applied well before June. In our continuing efforts to process applications quickly we have been involved in cross-training so that licensing specialists can process multiple license types, however, educators should not contact the Agency regarding status updates until after 30 days of submission. Please remember that every time a specialist is engaged in phone or email communication regarding a status check this takes away from their time to process applications and with 3,400 educators renewing this year we can use all the extra time we can get.

The [VSBPE meeting schedule for the 2017-2018](#) academic year was adjusted based on the suggestions of the members following last month's meeting. Speaking of schedules, please include the following dates in your calendars for providing public comment to VSBPE endorsement revisions. Public comment sessions will be held at the Agency of Education January 24th and January 25th. Additionally, a [survey monkey has been created](#) for individuals to access and submit comments. The following endorsement changes were included for comment: 5440-05 English; 5440-13 Science; 5440-19 Middle Grades English Language Arts, Middle Grades Science, Middle Grades Social Studies; 5440-61 Library Media Specialist. A second round of Rule revisions for public comment will occur in the spring.

Please join me in welcoming Hallie Rubalcaba and Kara Mayo to the Educator Quality Division. Hallie will be managing multiple front desk responsibilities including online and phone assistance, as well as general licensing questions. Kara will be managing a variety of licensing tasks including the Adult and Child Registry checks. We are fortunate to have found two highly qualified individuals to fill these key positions that were left vacant due to retirement and internal promotions.

On behalf of the Educator Quality Division,
Happy New Year and get those renewal applications in!

From the In-service Educator Quality Team

2017 Renewal Season is here! Agency staff is prepared to support educators through the renewal process. Support materials have been [posted on the Agency's EQ webpages](#). These resources include Frequently Asked Questions (FAQ), videos and sample documents. Educators are asked to first access Agency resources to answer their questions before calling the main line.

The Transcript Review application will be suspended temporarily to allow Agency staff to develop new processes for reviewing applications. We anticipate rolling out new process in April of 2017.

Current Work Queue per application type:

Application Type	Pending	*Under Review	Total
Initial online	27	66	100
Reinstatement online	5	26	32
Renewal	0	0	0
Retired online	0	0	0
Temporary online	1	7	10
Transcript Review – Initial	1	15	16
Transcript Review – Add endorsement	41	117	159
Peer Review - Initial	15	28	43
Peer Review – Add endorsement	3	14	17

*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.

From the Pre-service Educator Quality Team

We are currently working with Teacher Preparation Programs (TPPs) seeking Transcript Review alignment. With changes in the Vermont 3.5 Bulletin, Memorandums of Understanding (MOUs) are no longer a practice that the Agency can employ. The improved process will formalize the partnership and more clearly outline TPP’s responsibilities.

Professional Standards

Endorsement revision teams for Driver and Traffic Safety Education, Bilingual Education and School Nurse have been established. The teams will convene sometime between January 14th and 22nd, meeting logistics are being finalized with team members. The Modern and Classical Language endorsement has undergone a draft revision. The revision team requested input from the American Sign Language Teacher’s Association. The Social Studies endorsement revision team convened remotely to initiate the revision process and will meet in person to finalize a revised draft.

Peer Review Program

Wendy Scott has had a successful recruitment period for Peer Review panelists however, if you know of individuals who would be interested in participating on a panel please contact Wendy. To provide greater access to Peer Review Clinics, the Agency will be offering the monthly

clinics on Saturdays from January through June. You can access the schedule at the Agency of Education website [Peer Review Clinic Schedule](#) .

ROPA

Linda McSweeney has been busy updating the Results Oriented Program Approval (ROPA) processes and templates, supporting the finance office in the preparation of invoices for the annual [Authorization to Recommend Licensure Fee](#), updating the Agency website ROPA page, communicating with licensing officers in regards to 2-year reports and other program reminders, and scheduling compliance check visits and upcoming spring review visits. Additionally, Linda has been revising the ROPA team training specifically addressing evidence collection and has updated Chapter 7 (Vermont Licensure Portfolio) and Chapter 8 of the ROPA Handbook.

We continue to problem-solve the issues that arise with the implementation of small contracts in regards to ROPA team members.