



Arizona State Board of Education
Certification Advisory Committee

NOTICE OF PUBLIC MEETING

Pursuant to Arizona Revised Statutes (A.R.S.) § 38-431.02, notice is hereby given to members of the State Board of Education Certification Advisory Committee, and to the general public, that the Committee will hold a meeting open to the public on **Tuesday, April 3, 2018, at 9:30 a.m. at Arizona Department of Education, Room 122**, 1535 W. Jefferson, Phoenix, Arizona 85007. A copy of the agenda is attached. The Committee reserves the right to change the order of items on the agenda, with the exception of public hearings. One or more Committee members may participate telephonically.

Pursuant to A.R.S. § 38-431.02 (H), the Committee may discuss and take action concerning any matter listed on the agenda.

Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting the State Board Office at (602) 542-5057. Requests should be made as early as possible to allow time to arrange the accommodation.

DATED AND POSTED this 27 day of March 2018.

By: 

Alicia Williams
Executive Director
(602) 542-5057

AGENDA

CERTIFICATION ADVISORY COMMITTEE
Tuesday, April 3, 2018
9:30 AM
Arizona Department of Education, Room 122
1535 W. Jefferson
Phoenix, AZ 85007

9:30 a.m. Call to Order and Roll Call

1. Executive Director's Report
 - a. Update on Board action regarding educator certification rules
 - b. Information on meeting materials and web-based portal
2. CALL TO THE PUBLIC: This is the time for the public to comment. Members of the Committee may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date
3. Presentation, discussion and possible action regarding proposed amendments to the following:
 - a. R7-2-601 regarding Definitions
 - b. R7-2-607 regarding General Certification Provisions
4. Presentation and discussion regarding proposed amendments to:
 - a. R7-2-614 regarding Other Teaching Certificates including Substitute Certificates and Emergency Substitute Certificates
 - b. Computer Science Certification and Endorsement
5. FUTURE MEETING DATES AND ITEMS FOR FUTURE AGENDAS. The executive director or a member of the Committee may discuss future meeting dates and direct staff to place matters on a future agenda.

EXECUTIVE SUMMARY

Issue: Presentation, discussion and possible action regarding proposed amendments to R7-2-601 Definitions
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Action/Discussion Item

Information Item

Background and Discussion

The Arizona Department of Education (ADE) reviewed several rules governing educator certification for technical and clarifying changes and worked with Board staff to draft changes.

The following definitions are referenced in rule but are without a definition:

1. "Approved area";
2. "Accredited training"; and
3. "Capstone experience".

In conjunction with proposed changes to R7-2-607 General Certification Provisions, ADE is proposing additional definitions to clarify the appropriate certificate, endorsement, or approved area needed to be appropriately certified. The proposed changes will help to clarify the distinction between single subject and self-contained classrooms, which will clarify terms related to appropriate certification.

The following definitions are recommended to clarify terms used in the amendments to R7-2-607:

1. "Appropriately certified"
2. "Self-contained classroom"
3. "Single subject classroom"

Recommendation to the Certification Advisory Committee

That the Certification Advisory Committee recommend to the Board the proposed amendments to R7-2-601 outlined in the attachment.

Contact Information:

Catcher Baden, Deputy Director, State Board of Education

Keith Snyder, Deputy Associate Superintendent, Arizona Department of Education

1 **A.A.C. R7-2-601. Definitions**

2 In this Article, the following definitions apply unless the context otherwise requires:

3 1. "Accredited institution" means one which is listed as accredited in the current Higher
4 Education Directory. An institution based outside the United States shall be considered
5 accredited if an approved foreign document evaluation firm approved by the Department
6 declares it to be comparable to an accredited American institution.

7 2. "Accredited training" means training provided by an organization that has
8 accreditation from an association approved by the Board.

9 3. "Appropriately certified" means holding the certificate, endorsement and approved
10 area that is required for a teaching assignment.

11 4. "Approved area" means a subject ~~or content~~ area denoted on a teaching certificate
12 that is taught in Arizona public schools.

13 ~~2.~~ 5. "Board" means the State Board of Education.

14 6. "Capstone experience" means a culminating professional experience in a PreK-12
15 setting that may include student teaching or internships in administration, counseling, or
16 school psychology, or alternative path preK-12 teaching.

17 ~~3.~~ 7. "CTE" means Career and Technical Education.

18 ~~4.~~ 8. "Department" means the Arizona Department of Education.

19 ~~5.~~ 9. "Practicum" means a period of structured observation and practice of the skills
20 being learned, supervised by an individual trained in that area. The commonly used
21 terms "student teaching," "internship," "residency," or "observation course" are included
22 in this definition.

23 ~~6.~~ 10. "Professional development" means training to increase skills related to the
24 occupation of education.

25 11. "Self-contained classroom" means a classroom in which the teacher teaches
26 multiple subjects to one class of students.

27 12. "Single subject classroom" means a classroom in which the teacher teaches one
28 subject to one class of students.

29 ~~7.~~ 13. "Teaching experience" means full-time employment which included full
30 responsibility for the planning and delivery of instruction and evaluation of student
31 learning. Substitute teaching is not considered full-time teaching experience.

EXECUTIVE SUMMARY

Issue: Presentation, discussion and possible action regarding proposed amendments to R7-2-607 General Certification Provisions

Action/Discussion Item

Information Item

Background and Discussion

A.R.S. § 15-203(A)(14) authorizes the Board to supervise and control the certification of educators. Board rule R7-2-607(M) establishes that teachers in grades six through 12 whose primary assignment is an academic subject required in common schools and high schools shall hold a certificate, endorsement, or approved area in the subject.

While the No Child Left Behind Act (NCLB) was in effect, federal law required teachers of core academic subjects to demonstrate that they were highly qualified by holding full state certification and demonstrating subject knowledge competency in the subject area(s) they taught. The highly qualified provisions were not re-authorized under Every Student Succeeds Act (ESSA). Instead, ESSA requires that teachers in Title I schools meet the state requirements to be considered appropriately certified for their teaching assignment. Additionally, while NCLB only required teachers in core academic subjects to meet highly qualified requirements, ESSA requires appropriate certification for teachers in all subject areas.

Current Board rules do not provide adequate guidelines to assist local education agencies in determining if a teacher is appropriately certified. Furthermore, policies related to which certificates may have approved areas are not clearly outlined in Board rules. To address these issues, the Department recommends the following changes:

- Amending current rule to state that approved areas may be added to the Middle Grades, Elementary, and Secondary teaching certificates, and to Special Education certificates that includes grades six through twelve.
- An amendment to require single subject teachers in grades six through twelve to be appropriately certified in the subject they teach for the greater part of their instructional schedule. If a teacher is assigned to two or more subjects for equal parts of their instructional schedule, they must be appropriately certified each subject.
- The establishment of a Certification Guidelines for Teaching Assignments, which will be a Board approved document providing guidance on the required certificate, endorsement, or approved area needed to be appropriately certified. The Guidelines will provide clear guidance to ensure compliance with federal regulations requiring teachers to hold the appropriate teaching certificate for their classroom.

Contact Information:

Keith Snyder, Deputy Associate Superintendent, Arizona Department of Education

EXECUTIVE SUMMARY

Recommendation to the Certification Advisory Committee

It is recommended that the Certification Advisory Committee recommend the amendments to R7-2-607 General Certification Provisions. It is also recommended that the Certification Advisory Committee recommend the Certification Guidelines for Teaching Assignments to the Board for approval.

1 **A.A.C. R7-2-607. General Certification Provisions**

2 **A.** The evaluation to determine qualification for certification shall not begin until an institutional
3 recommendation or application for certification and official transcripts, and the appropriate fees
4 have been received by the Department. Course descriptions, verification of employment, and
5 other documents may also be required for the evaluation.

6 **B.** Unless otherwise specified, a standard certificate shall be issued for twelve years and may
7 be issued with deficiencies. Applicants may receive a standard certificate with the following
8 deficiencies of requirements to be completed within three years: research-based phonics; reading
9 instruction including for students with dyslexia; professionalism and ethics; and U.S. and Arizona
10 Constitutions. If an applicant fails to meet these requirements within the prescribed time period,
11 the Department of Education or the Board shall temporarily suspend the standard certificate, but
12 the suspension is not considered a disciplinary action and the individual shall be allowed to correct
13 the deficiency within the remaining time of the standard certification.

14 **C.** The effective date of a new certificate shall be the date the evaluation is completed by the
15 Department. The effective date of a renewed certificate shall be the date the evaluation for
16 renewal is completed by the Department.

17 **D.** Unless otherwise specified, all certificates and provisional endorsements issued for three
18 years or less shall expire on the date of issuance in the year of expiration. All certificates issued
19 for more than three years shall expire on the holder's birth date in the year of expiration.

20 **E.** Only those degrees awarded by an accredited institution shall be considered to satisfy the
21 requirements for certification.

22 **F.** Professional preparation programs, courses, practica, and examinations required for
23 certification shall be taken at an accredited institution or a Board-approved teacher preparation
24 program.

25 **G.** Only those courses in which the applicant received a passing grade or credit shall be
26 considered to satisfy the requirements for certification.

27 **H.** All certificates issued by the Board before the effective date of this Article are
28 considered to have been issued in conformance with these rules.

29 **I.** The Board shall issue a comparable Arizona certificate, if one has been established by
30 R7-2-608, R7-2-609, R7-2-610, R7-2-611, R7-2-612, or R7-2-613, and shall waive the
31 requirements for passing the comparable professional knowledge, subject knowledge, and
32 performance portions of the Arizona Teacher Proficiency Assessment, to an applicant who holds
33 current comparable certification from the National Board for Professional Teaching Standards.

34 **J.** An applicant is not required to take any portion of the Arizona Teacher Proficiency
35 Assessment if the applicant has at least three years of full-time teaching experience in any state,
36 including this state, in the comparable area of certification or endorsement in which the person is
37 applying for certification, regardless of whether the applicant was certified or uncertified. An
38 applicant is not required to take any portion of the Arizona Administrator Proficiency Assessment
39 if the person has been an administrator in any state, including this state, regardless of whether
40 the applicant was certified or uncertified.

41 **K.** An applicant is exempt from the testing requirements for Arizona certificates if the
42 applicant passed corresponding portions of a professional or subject knowledge examinations, or
43 administrator examination adopted by a state agency in another state that are substantially similar
44 to the Arizona Teacher Proficiency Assessments or the Arizona Administrator Proficiency
45 Assessment.

46 **L.** An applicant is exempt from the subject knowledge portion of the Arizona Teacher
47 Proficiency Assessment if:

48 1. The applicant provides verification of teaching courses relevant to a content area
49 or subject matter for the last two consecutive years, and for a total of at least three years at one
50 or more accredited postsecondary institutions; or

1 2. The applicant obtained a bachelor's, master's or doctoral degree from an
2 accredited institution in a relevant subject area; or

3 3. The applicant provides verification of a minimum of five years of work experience
4 that is relevant to a subject area of certification.

5 **M.** ~~Teachers in grades six through twelve whose primary assignment is in an academic~~
6 ~~subject required pursuant to R7-2-301 and R7-2-302, shall hold a certificate, endorsement, or~~
7 ~~approved area in the assigned subject or demonstrate proficiency~~ Unless otherwise specified,
8 individuals who hold a valid Arizona elementary, middle grades or secondary certificate, or a
9 special education certificate that includes grades six through twelve, may add an approved area
10 to their certificate by passing the appropriate subject area portion of the Arizona Teacher
11 Proficiency Assessment or as provided in subsections (J) (K) and (L). ~~The subject areas of~~
12 ~~demonstrated proficiency~~ Any approved area shall be specified on the certificate. If a proficiency
13 assessment is not offered in a subject area, an approved area shall consist of a minimum of 24
14 semester hours of courses in the subject.

15 **N.** If a language assessment is not offered through the Arizona Teacher Proficiency
16 Assessment, a passing score on a nationally accredited test of a foreign language approved by
17 the Board may demonstrate proficiency of that foreign language in lieu of the 24 semester hours
18 of courses in that subject.

19 **O.** A teacher's language proficiency in a Native American language shall be verified by a
20 person, persons, or entity designated by the appropriate tribe in lieu of the 24 semester hours of
21 courses in that subject.

22 **P.** Teachers of homebound students shall hold the same certificate that is required of a
23 classroom teacher.

24 **Q.** Fingerprint clearance cards shall be issued by the Arizona Department of Public Safety.

25 **R.** A person who surrenders their teaching certificate for any reason shall not submit an
26 application for certification with the Board for a period of five years. A person re-applying after the
27 five-year ban must apply under the current rules at the time of re-application.

28 **S.** A teacher with National Board Certification in the subject area(s) the applicant is seeking
29 certification(s) is exempt from the professional knowledge and the subject knowledge portions of
30 the Arizona Teacher Proficiency Assessments.

31 **T.** Notwithstanding any other provision, an individual with a deficiency in the Arizona and
32 U.S. Constitutions who teaches an academic course that focuses primarily on history,
33 government, social studies, citizenship, law or civics shall be issued a standard certificate subject
34 to suspension in one year if that deficiency is not removed. The suspension is not considered a
35 disciplinary action and the individual shall be allowed to correct that deficiency within the
36 remaining time of the standard certification.

37 **U.** As used in this article, unless otherwise provided, "work experience" means work
38 experience identified in the submission of a resume verified by a hiring superintendent of
39 personnel director at the public school or the Department of Education which demonstrates
40 knowledge or skill relevant to a subject area.

41 **V.** Single subject classroom teachers in grades six through twelve are required to be
42 appropriately certified for the subject they teach for the greater part of their instructional schedule.
43 If a teacher is assigned to two or more subjects for equal parts of their instructional schedule, the
44 teacher is required to be appropriately certified in each subject.

45 **W.** The requirements to be considered appropriately certified for a self-contained, single
46 subject, or other classroom shall be established in the Certification Guidelines for Teaching
47 Assignments which shall be approved by the Board and on file with the Department.

EXECUTIVE SUMMARY

Issue: Presentation and discussion regarding proposed amendments to R7-2-614 Other Teaching Certificates, including Substitute Certificate and Emergency Substitute Certificate
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Action/Discussion Item

Information Item

Background and Discussion

A Committee member has asked the Certification Advisory Committee to review the rules governing Substitute Certificates and Emergency Substitute Certificates. Below is a summary of these certificates and attached is the rule.

Substitute Certificate

- Requirements for issuance: 1) Bachelor's degree; 2) Valid fingerprint clearance card.
- Valid for 6 years and renewable.
- Individual holding the certificate shall not be assigned a contract teaching position.
- Individual holding the certificate is limited to teaching 120 days in the same school each school year unless exempted as outlined.
- There are currently approximately 32,600 substitute certificates in the state.

Emergency Substitute Certificate

- Requirements for issuance: 1) high school diploma, GED or associate's degree; 2) valid fingerprint clearance card; and 3) verification that an emergency employment situation exists.
- Valid for one school year and renewable with the completion of coursework.
- Individual holding the certificate shall not be assigned a contract teaching position.
- Individual holding the certificate is limited to teaching 120 days in the same school each school year
- There are currently approximately 1800 emergency substitute certificates in the state

In 2008, the CAC recommended the Board strike the limitation on the number of days a substitute teacher and emergency substitute teacher could teach in a school year. The Board did not take action on the recommendation.

Recommendation to the Certification Advisory Committee

This item is for information only and no action is requested at this time.

Contact Information:

Catcher Baden, Deputy Director, State Board of Education

1 **R7-2-614. Other Teaching Certificates**

2 **A.** Except as noted, all certificates are subject to the general certification provisions in R7-2-607.

3 **B.** Substitute Certificate -- PreK-12

4 1. The certificate is valid for six years and renewable by reapplication.

5 2. The certificate entitles the holder to substitute in the temporary absence of a regular contract
6 teacher. A person holding only a substitute certificate shall not be assigned a contract teaching position.

7 3. An individual who holds a valid teaching or administrator certificate shall not be required to
8 hold a substitute certificate to be employed as a substitute teacher.

9 4. A person holding only a substitute certificate shall be limited to teaching 120 days in the same
10 school each school year.

11 5. The requirement for issuance is a bachelor's degree and a valid fingerprint clearance card
12 issued by the Arizona Department of Public Safety.

13 6. Substitute certificates previously issued as valid for life under this rule shall remain valid for
14 life.

15 7. A person holding only a substitute certificate may be exempt from the limit on teaching 120
16 days in the same school each school year if the school district superintendent has provided verification to
17 the Department of Education that the position is continuously advertised on a statewide basis at a
18 minimum of three sites with at least one being a higher education institution and that a highly qualified
19 and employable candidate was not found. An exemption from teaching 120 days shall not be granted to
20 the same individual more than three times.

21 **C.** Emergency Substitute Certificate -- PreK-12

22 1. The certificate is valid for one school year or part thereof. The expiration date shall be the
23 following July 1.

24 2. The certificate entitles the holder to substitute only in the district that verifies that an
25 emergency employment situation exists.

1 3. The certificate entitles the holder to substitute in the temporary absence of a regular contract
2 teacher. A person holding only an emergency substitute certificate shall not be assigned a contract
3 teaching position.

4 4. The holder of an emergency substitute certificate shall be limited to 120 days of substitute
5 teaching per school year.

6 5. The requirements for initial issuance are:

- 7 a. High school diploma, General Education diploma, or associate's degree;
- 8 b. Verification from the school district superintendent that an emergency employment
9 situation exists; and
- 10 c. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.

11 6. The requirements for each reissuance are:

- 12 a. Two semester hours of academic courses completed since the last issuance of the
13 Emergency Substitute Certificate. District in-service programs designed for professional development
14 may substitute for academic courses. Fifteen clock hours of in-service is equivalent to one semester hour.
15 In-service hours shall be verified by the district superintendent or personnel director. Individuals who
16 have earned 30 or more semester hours are exempt from this requirement,
- 17 b. Verification from the school district superintendent that an emergency employment
18 situation exists, and
- 19 c. A valid fingerprint clearance card issued by the Arizona Department of Public Safety.