



AGENCY OF EDUCATION
EDUCATOR QUALITY DIVISION

219 North Main Street, Suite 402
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MEMORANDUM

TO: VT Licensed Educators
FROM: The Educator Licensing Office and Peer Review Program
SUBJECT: Peer Review Program – Panelists needed
DATE: 08/23/16

The [Peer Review Program is an alternative licensure program](#). Applicants and potential educators demonstrate their readiness for licensure through professional and life experience as well as academic coursework. Over the course of several months candidates assemble a detailed portfolio that provides evidence of their experiences and academics, which have fulfilled all of the requisite Core teaching and endorsement standards.

The role of a Panelist is relatively small, but essential. To complete the Peer Review process and receive a recommendation the candidate must present her/his portfolio to a panel of educators who are licensed and experienced in the endorsement area they are seeking. The work of a panelist includes:

1. Reviewing and evaluating the Peer Review candidate's portfolio (you are sent all the materials for this prior to the Panel Interview so this can be completed at your convenience)
2. Participating in the Panel Interview for the candidate and post interview discussion. Panelists reach an agreement to grant a recommendation for licensure, or to deny the recommendation at this time. A denial will allow a candidate the opportunity to show additional evidence or create a Plan of Action to meet any defined deficiencies. (Panel Interviews last 1.5 – 2 hours total)
3. Follow up review of additional evidence or a Plan of Action to meet any deficiencies the Panel determines. (these materials are emailed to the panelists, so they may be reviewed in a timely manner at the panelists convenience)

Interviews are conducted at the Agency of Education building located at 219 North Main Street in Barre, VT typically from 4:00PM – 5:30-6:00PM (this may vary in the summer months). Compensation for serving as a Peer Review Program panelist includes a \$150.00 stipend and a Certificate of Attendance that awards each Panelist 4 hours of professional learning toward recertification for each Panel.

If you are interested in participating as a Panelist for the Peer Review Program please contact this Office by email at terry.reilly@vermont.gov. Please include your full name and all endorsements you currently hold in the email. You will be sent information about being a Panelist and confirm you have been added to the Panelist list.

Thank you for your consideration of supporting the Peer Review Program.