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## MEMORANDUM

TO: School Nurses and Associate School Nurses and Local Standards Boards  
FROM: Debora Price, Director of Educator Quality  
SUBJECT: 2017 Educator License Renewals  
DATE: February 2, 2017

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You are receiving this notice because you hold a School Nurse (3-65) or Associate School Nurse (3-65A) endorsement, on a Level I, Level II or Retired License, through the Vermont Agency of Education; that is set to expire June 30, 2017.

To complete the 2017 educator license renewal process, school nurses must verify that they hold a current Vermont Registered Nurse (RN) license as of 7/1/2017 and [current CPR-AED and First Aid certification](#).

At this time school nurses will not be able to verify that they will hold their RN license on 7/1/2017 because all RN licenses issued through the [Secretary of State's Office of Professional Regulation \(OPR\)](#) are set to expire March 31, 2017. OPR has notified us that they are scheduled to release 2017 RN renewals around mid-February. To assure school nurses hold the Vermont RN license at the time their renewal application is approved, the Agency of Education will not begin processing 2017 renewal applications for School Nurses until OPR has renewed Vermont RN licenses.

School Nurses are reminded to work with their [Local Standards Board](#) when completing their 2017 educator renewal application. Local Standards Boards should not approve a School Nurse renewal application until School Nurses can verify they have renewed their RN license through 3/31/2019; and CPR-AED and First Aid certifications are current as of 7/1/2017.