

Educator Quality Team

March 28, 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 February 28, 2018 we have received 720 renewal applications = 21%. During this time period a total of 593 licenses have been paid for and issued.

The VSBPE will be adopting rule revisions for the rule making process at the March 28, 2018 meeting. Following adoption of the revisions, the Agency will submit proposed changes to the Interagency Committee for Administrative Rules (ICAR) on behalf of the VSBPE. Upon approval by ICAR there will be a public comment period for the revised VSBPE Rules. Public comment can be provided through the Vermont Agency of Education website on the Educator Quality page and in a public session scheduled for May 22, 2018 beginning at 3:30PM at Agency of Education 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 will be posted in the Weekly Field Memo.

Lastly, on behalf of the Educator Quality Division we would like to welcome the newest VSBPE member Wendy Hillmuth. The Governor appointed Wendy to the VSBPE on February 20, 2018. She is filling the public member seat, completing the term of Charles Phillips. The VSBPE is a 13 member board comprising of seven teachers, two administrators, one public member, one school board member, one representative of educator preparation programs from a public institution of higher education, and one representative of educator preparation programs from a private institution of higher education.

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 with the goal of identifying areas where there are reoccurring issues. 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

February 2018											
Application Type	Additional Credentials	Documentation	Fingerprint receipt	Other	Professional Learning	Provisional or Apprenticeship Plan	Resume	Testing	Transcripts	Transcripts added	TR Worksheet Submitted
Apprenticeship						4	4		4		
Emergency											
Initial	5		52	1	1		3	13	12	8	
Initial - Peer Review			6								
Initial - Transcript Review											
Provisional	9	2	1			5	14		16		
Reinstatement		4	9	3	4						
Renewal	6	6	25	4	8				1		
Retired		2	1	1	1						
Transcript Review - Add endorsement	1	6		1			6	5	8	2	15
TOTAL:	21	20	94	10	14	9	27	18	41	10	15
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											

Additionally, we have finalized the applicant survey for posting with our online licensing system vendor Aithent. A request to complete a short survey is now included for all license types in the auto-generated email that is sent to applicants requesting payment of their license. *“Please take a few moments and complete this short survey to assist us in our continuing efforts to improve your experience. Please click [here](#) to open the survey.”* We look forward to the information this survey will provide regarding the license application process.

The Agency has been revising both the Renewal Handbook and the “Mountain Book” *A Vision for Teaching and Learning* resource document, as part of the annual review for the VSBPE to ensure alignment with adopted items. The Agency recommends including the Self-Assessment in the handbook noting that it is only a resource.

Licensing Team meetings and trainings for March include:

- Local and Regional Standards Boards (L/RSBs) workgroups are convening to develop a template for Professional Learning Impact Statements. L/RSBs have asked for a document to ensure consistency across all L/RSBs during the renewal process. The recommended template will be shared with the Licensing sub-committee at a future meeting for review and adoption.
- Two trainings for Superintendents and their licensing designees to review the licensing processes will occur on March 16 and March 22nd. A separate training for members of the Vermont School Human Resource Professional (VSHRP) organization was requested in April.

Current work queue per application type as of 3/12/18

Application Type	Pending	*Under Review
Initial online	27	45
Reinstatement online	8	14
Renewal	92	178
Retired online	0	3
Temporary online	3	10
Transcript Review – Initial	1	14
Transcript Review – Add endorsement	0	75
Peer Review - Initial	7	40
Peer Review – Add endorsement	4	7
Temporary license extension requests	0	0

Under Review – 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 payment is due.

Under review Peer Review - applications do not include applicants that are in the year of portfolio development.

Transcript Review applications are continuing to be transitioned from remaining open for 3 years to the revised process of 4 months. Under review means the educator is completing work.

We have begun preliminary review of provisional license data collected from 2015-2018. The endorsement areas that involved the highest concentration of provisional applications submitted were the following:

PROVISIONAL ENDORSEMENT AREAS	2015-2018
Special Education	138
Elementary Education	73
Early Education	61
Principal	40
Mathematics	32
Middle School English	32
Middle School Math	31
School Librarian	30

At the May meeting of the VSBPE the Agency will be presenting an analysis of the provisional license data including Supervisory Union/District information.

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

On February 13th stakeholders from the field met to revise the Family and Consumer Sciences endorsement. In addition, stakeholders from the field will be convening to revise the Theater Arts endorsement on March 16th and the Social Studies endorsement on March 20th. The Board will be reviewing these three endorsements at the March 28th meeting for adoption.

The Pre-service Programs Coordinator will collaborate with the Program Manager for Educator Licensing to craft a state-wide communication plan that will inform the field of all the VSBPE Rule changes including endorsement revisions since the last rule making process in August 2017. This communication plan will be submitted to the VSBPE for input at their May 8, 2018 meeting.

Current approved Transcript Review Alignments are set to expire in June. Transcript Review Alignments are an approved sequence of courses that expedite an applicant's Transcript Review process. Annually, in the spring the Pre-Service Programs Coordinator sends out an announcement to representatives from Educator Preparation Programs and other professional development organizations to submit documentation on the endorsement course sequence they are requesting to renew. The course descriptions submitted are cross-walked with endorsement competencies and approved if the course sequence meets the endorsement expectations.

PEER REVIEW

- Peer Review interviews are currently being scheduled for April. At this time there are nine candidates waiting to be scheduled.
- Title II reporting for program completers has begun. The report deadline is April 30, 2018.
- The Peer Review, Institutional Portfolio is being developed for ROPA
- The next Peer Review Advisory Committee (PRAC) is in March 20th

ROPA

- In the annual review of the ROPA handbook a clerical error regarding an exemplary ratings was found. *Exemplary* was missing from the Institutional Evidence Assessment Scale. This will be updated to align with Vermont State Statute T.16 § 1694.
- Additionally, in reviewing previous VSBPE decisions we have identified that the Education Technology Specialist endorsement approval was missing from TAP's letter from the Board granting authority to recommend. We have been in contact with the TAP lead and the documents will be updated to document the VSBPE's decision.