

**DEPARTMENT OF EDUCATION
PROFESSIONAL STANDARDS BOARD**

Statutory Authority: 14 Delaware Code, Section 1205(b) (14 **Del.C.** §1205(b))
14 **DE Admin. Code** 1510

FINAL

REGULATORY IMPLEMENTING ORDER

1510 Issuance of Initial License

I. Summary of the Evidence and Information Submitted

The Professional Standards Board, acting in cooperation and consultation with the Department of Education, seeks the consent of the State Board of Education to amend 14 **DE Admin. Code** 1510 Issuance of Initial License. This regulation concerns the requirements for licensure of educational personnel, pursuant to 14 **Del.C.** §1210. It is necessary to amend this regulation to only reflect the amended changes in 14 **DE Admin. Code** 1559. This regulation sets forth the requirements for the Issuance of an Initial License.

Notice of the proposed amendment of the regulation was published in the *News Journal* and the *Delaware State News* on November 3, 2008 in the form hereto attached as Exhibit "A". The notice invited written comments. No comments were received.

II. Findings of Facts

The Professional Standards Board and the State Board of Education find that it is appropriate to amend this regulation to comply with changes in statute.

III. Decision to Amend the Regulation

For the foregoing reasons, the Professional Standards Board and the State Board of Education conclude that it is appropriate to amend the regulation. Therefore, pursuant to 14 **Del.C.** §1205(b), the regulation attached hereto as Exhibit "B" is hereby amended. Pursuant to the provision of 14 **Del.C.** §122(e), the regulation hereby amended shall be in effect for a period of five years from the effective date of this order as set forth in Section V. below.

IV. Text and Citation

The text of the regulation amended shall be in the form attached hereto as Exhibit "B", and said regulation shall be cited as 14 **DE Admin. Code** 1510 of the *Administrative Code of Regulations* of the Department of Education.

V. Effective Date of Order

The effective date of this Order shall be ten (10) days from the date this Order is published in the *Delaware Register of Regulations*.

APPROVED BY THE PROFESSIONAL STANDARDS BOARD THE 4TH DAY OF DECEMBER, 2008

Kathleen Thomas, Chair
Joanne Christian

Cristy Greaves
Marilyn Dollard

Samra Devard
Cathy Zimmerman
Lori Hudson
Jill Lewandowski
Gretchen Pikus
Michael Thomas

Karen Gordon
David Kohan
Whitney Price
Wendy Murray
Karen Schilling-Ross
Carol Vukelich

FOR IMPLEMENTATION BY THE DEPARTMENT OF EDUCATION:
Valerie A. Woodruff, Secretary of Education

IT IS SO ORDERED THIS 18TH DAY OF DECEMBER, 2008

STATE BOARD OF EDUCATION

Jean W. Allen, President
G. Patrick Heffernan
Barbara Rutt
Dr. Terry M. Whittaker

Richard M. Farmer, Jr., Vice President
Jorge L. Melendez
Dennis J. Savage

1510 Issuance of Initial License

1.0 Content

This regulation shall apply to the issuance of an Initial License for educators, pursuant to 14 **Del.C.** §1210.

7 DE Reg. 161 (8/1/03)

2.0 Definitions

The following words and terms, when used in this regulation, shall have the following meaning unless the context clearly indicates otherwise:

"Alternative Routes to Licensure and Certification" means programs approved by the Department of Education to certify or license candidates who hold bachelors' degrees appropriate to the instructional field they desire to teach, but who did not complete a regionally accredited educator preparation program.

"Career and Technical Education" is also known as Vocational Education, Vocational Technical Education or Career Technical Education.

"Composite Score" means a total of an applicant's scores on all three (3) subtests of PRAXIS I which is equal to, or greater than, the sum of the passing scores on the three subtests. Scores from either the PRAXIS I (PPST) paper and pencil test and/or from the PRAXIS I (CPPST) computerized test may be used when applying the composite score provision. Scores from the PRAXIS I computer based test (CBT) may be used when applying the composite score provision, but may not be used in conjunction with scores from the PRAXIS I (PPST) paper and pencil test and/or with the PRAXIS I (CPPST) computerized test.

"Date of Hire" means the effective date of employment by a school district, charter school, or other employing authority.

"Department" means the Delaware Department of Education.

"Educator" means a public school employee who holds a license issued under the provisions of 14 **Del.C.**, Ch. 12, and includes teachers, specialists, and administrators, and as otherwise defined by the

Standards Board and the State Board, pursuant to 14 **Del.C.** §1203, but does not include substitute teachers.

"Examination of General Knowledge" means a standardized test which measures general knowledge and essential skills in mathematics or quantitative and verbal skills, including reading and writing.

"Exigent Circumstances" means unanticipated circumstances or circumstances beyond the educator's control, including, but not limited to, expiration of a license during the school year, serious illness of the educator or a member of his/her immediate family, activation to active military duty, and other serious emergencies which necessitate the educator's temporarily leaving active service.

"Jurisdiction" means a state, territory or country.

"License" means a credential which authorizes the holder to engage in the practice for which the license is issued.

"Mentoring" means activities prescribed by the Department and other employing authority in which a holder of an Initial License must engage during the three year term of the Initial License.

"Novice Applicant" means an applicant who has not previously held an Initial License in Delaware.

"PRAXIS I or PPST" means a test from Educational Testing Service of general knowledge in reading, writing, and mathematics.

"PRAXIS I CBT" means the discontinued PRAXIS I computer based test from Educational Testing Service taken between November 1993 and December 2001, with a possible score range of 300 to 335. Scores from the PRAXIS I CBT test may not be combined with scores from the PRAXIS I paper and pencil test or the PRAXIS I computerized test (CPPST) to derive a composite score.

"PRAXIS I CPPST" means the PRAXIS I computerized test from Educational Testing Service which began in January 2002. This test, which is delivered in a computer format, has a possible score range of 150 to 190. Scores from the CPPST and the PRAXIS I (PPST) paper and pencil test may be combined for a composite scores.

"Skilled and Technical Sciences (STS)" is also known as Trade and Industrial Education, Career and Technical Education, Career Technical Education or Career-Technical Education.

"Standard Certificate" means a credential issued to certify that an educator has the prescribed knowledge, skill or education to practice in a particular area, teach a particular subject, or teach a category of students.

"Standards Board" means the Professional Standards Board established pursuant to 14 **Del.C.** §1201.

"State Board" means the State Board of Education of the State pursuant to 14 **Del.C.** §104.

"Student Teaching Program" means a traditional student teaching placement within a National Association of State Directors of Teacher Education and Certification or National Council for the Accreditation of Teacher Education approved program offered by a college or university, or such alternatives as deemed appropriate to the program, such as supervised internships or other field based experience recognized as a required component of the regionally accredited educator preparation program. For the purposes of this regulation, student teaching program also means one year of teaching experience within the last year consisting of a minimum of 91 days of long term teaching experience at one assignment during which regular evaluations were conducted, evidencing at least satisfactory performance.

"Suspension" means the temporary removal of an Initial License for failure to pass the PRAXIS I test.

"Trade and Industries Teacher" means a Skilled and Technical Sciences Teacher.

"Trade and Industries" means Skilled and Technical Sciences.

7 DE Reg. 161 (8/1/03)

7 DE Reg. 623 (11/103)

7 DE Reg. 1181 (3/1/04)

3.0 Requirements for Initial License

In accordance with 14 **Del.C.** §1210, the Department shall issue an Initial License to a novice applicant who submits evidence of (1) receipt of a bachelors degree from a regionally accredited 4 year college or university; (2) completion of a student teaching program, or one year of teaching experience consisting of a minimum of 91 days of long term teaching experience at one assignment or enrollment in an Alternative Routes to Licensure and Certification program, and (3) a passing score on an examination of general knowledge, such as PRAXIS I, or such other alternative as may be established by the Standards Board, with the approval of the State Board. For the purposes of this regulation, a bachelor's degree for a ~~trades and industry~~ Skilled and Technical Sciences teacher shall be two (2) years of college or technical training, plus six (6) years of ~~trade~~ work experience. An Initial License shall also be issued to an applicant currently licensed as an educator in another jurisdiction with less than three years of teaching experience or to an applicant who previously held a valid Delaware Standard or Professional Status Certificate who has been out of the profession for more than three years. In addition to an Initial License, applicants must also apply for a Standard Certificate in the particular area, subject, or category in which they wish to be employed, and must verify that they possess the prescribed knowledge, skill or education to practice in that area, subject, or category. (See 14 **DE Admin. Code** 1505).

- 3.1 An applicant for an Initial License shall submit the completed application form, official transcripts, and official scores on an examination of general knowledge, such as the PRAXIS I tests in any format, as defined in 2.0, to the Department.
 - 3.1.1 Official transcripts shall be forwarded directly from the issuing institution or by the applicant in an unopened, unaltered envelope.
- 3.2 Examination of General Knowledge Requirements
 - 3.2.1 An applicant seeking initial licensure in Delaware shall provide the Department with official test scores for one or more of the following tests of essential skills in reading, writing and mathematics: the PRAXIS I Tests (PPST) or such alternatives as set forth in 3.2.4 below.
 - 3.2.2 Scores of Examinations of General Knowledge.
 - 3.2.2.1 The following minimum passing scores are required in the areas of reading, writing and mathematics for each of the examinations of essential skills.
 - 3.2.2.1.1 Pre professional Skills Test (PPST) taken between July 1, 1983 and October 22, 1993: reading, 175, mathematics, 175, writing, 172.
 - 3.2.2.1.2 PRAXIS I (PPST) Paper and Pencil Tests and thereafter with a possible score range of 150 to 190 and PRAXIS I Computerized Pre Professional Skills Tests taken January 1, 2002 and thereafter, both of which have a possible score range of 150 to 190, with passing scores of: reading, 175, mathematics, 174, writing, 173.
 - 3.2.2.1.3 PRAXIS I, Computer Based Tests (CBT) (Tests taken between October 23, 1993 and December 31, 2001), with passing scores of: reading, 322, mathematics, 319, writing, 319.
 - 3.2.3 Individuals holding Delaware certificates issued prior to July 1, 1983 are exempt from the testing requirements.
 - 3.2.4 Acceptable alternatives to the PRAXIS I test scores include:
 - 3.2.4.1 Scores from the California Test of Basic Skills (CTBS) shall be accepted in lieu of PPST or PRAXIS I scores if the test was taken as a condition of meeting certification or licensure requirements in that state and the scores total 123, with a minimum of at least 37 in each category.
 - 3.2.4.2 Scholastic Aptitude Tests (SAT) taken after April 1, 1995 and presented for exemption must meet the scores set forth below due to a recentering of the SAT.
 - 3.2.4.2.1 A minimum score of 520 on the SAT Mathematics taken prior to 4/1/95, and a minimum score of 540 on the SAT Mathematics test taken thereafter will be accepted as fulfillment of the PRAXIS I Mathematics requirement.

- 3.2.4.2.2 A minimum score of 480 on the SAT Verbal test taken prior to April 1, 1995, and a minimum score of 560 on the SAT verbal test taken thereafter will be accepted as fulfillment of the PRAXIS I reading requirement.
- 3.2.4.3 Graduate Record Examination (GRE) scores presented for exemption must meet the scores set forth below.
 - 3.2.4.3.1 A minimum score of 490 on the Graduate Record Examination (GRE) Verbal test will be accepted as fulfillment of the PRAXIS I reading requirement.
 - 3.2.4.3.2 A minimum score of 540 on the Graduate Record Examination (GRE) Quantitative test will be accepted as fulfillment of the PRAXIS I mathematics requirement.
- 3.2.4.4 National Teacher Examination (NTE) Core Battery Communications Skills with a minimum score of 670 will be accepted as fulfillment of the PRAXIS I writing requirement.
- 3.2.5 Any Scholastic Aptitude Test (SAT) scores, Graduate Records Exam (GRE) scores or NTE Communication Skills scores intended to be used as an exemption for the PPST or PRAXIS I, shall be submitted within the same timeline as that required for PRAXIS I and scores must predate the employment date.
- 3.2.6 Timeline for Examination of General Knowledge
 - 3.2.6.1 An applicant for an Initial License must pass the three PRAXIS I (PPST) tests in any format or an approved alternative within the period of time from the date of hire to the end of the next, consecutive fiscal year. If proof of passage of Praxis I is not provided by the end of the next consecutive fiscal year, the Initial License shall be suspended. Notwithstanding the foregoing, the superintendent of the employing school district or charter school or other employing authority may submit to the Secretary of Education a written request for a one year extension. The request must document the effectiveness of the applicant.
 - 3.2.6.1.1 Evidence of passage of PRAXIS I within the time period of the suspension shall result in the reinstatement of the Initial License.
 - 3.2.6.1.2 If proof of passage of PRAXIS I is not provided by the end of the next consecutive fiscal year, the Initial License shall be suspended for a maximum of two years.
 - 3.2.6.1.3 Suspension
 - 3.2.6.1.3.1 An applicant who does not pass PRAXIS I during the time period of the suspension, and whose Initial License is expired, must reapply and may be issued an Initial License, valid for three years, if he/she meets the requirements for initial licensure then in effect.
 - 3.2.6.1.3.2 Notwithstanding the foregoing, the superintendent of the employing school district or charter school or other employing authority may submit to the Secretary of Education a written request for a one year extension. The request must document the effectiveness of the applicant.
 - 3.2.6.1.4 Composite Score
 - 3.2.6.1.4.1 Scores from either the paper and pencil PRAXIS I (PPST) test or from the computerized PRAXIS I (CPPST) test, begun in January, 2002, both of which have a possible score range of 159 to 190, may be used when applying the composite score provision. Scores from the PRAXIS I computer based test (CBT), taken between November, 1993 and December 31, 2001 may be used when applying the composite score provision, but may not be used in conjunction with the paper and pencil PRAXIS I test or with the computerized PRAXIS I (CPPST) test.
 - 3.2.6.1.4.2 An applicant for an Initial License who does not achieve a passing score on PRAXIS I, but whose score on PRAXIS I is within 2 points of the passing score on the reading, writing, or mathematics section of PRAXIS I may use a composite score to meet the requirements of passage.
 - 3.2.6.1.4.3 Notwithstanding the use of a composite score, an applicant who seeks to teach in the secondary content area of mathematics must meet the current state passing score

for the PRAXIS I mathematics test. An applicant who seeks to teach in the secondary content area of English language arts must meet the current state passing score for the PRAXIS I reading and writing tests.

- 3.2.6.2 An applicant in a ~~vocational trade and industry~~ Skilled and Technical Sciences specific career area must pass PRAXIS I or an approved alternative within six (6) years of the date of employment or before the expiration of the Initial License, whichever is later.
- 3.2.7 There is no limit on the number of times an individual may take the PPST or PRAXIS I. Once passed, a section need not be taken again.
 - 3.2.7.1 Passing scores in each area (reading, writing, mathematics) may be attained in any testing format.
- 3.2.8 Submission of Scores of Examination of General Knowledge.
 - 3.2.8.1 Test scores shall be official and sent directly from Educational Testing Service or other test vendor to the Department.
 - 3.2.8.2 Unopened, unaltered envelopes containing PPST or PRAXIS I scores, or scores of acceptable alternatives, sent to the individual may be accepted as official. The Department shall determine whether the scores as presented are acceptable.
 - 3.2.8.3 Direct verification from another State Department of Education shall be considered as official. An original of the grade form shall be forwarded directly from the other State Department to the Department. This method will be accepted only when official test scores from Educational Testing Service are not available.
- 3.3 The Department shall not act on an application for licensure if the applicant is under official investigation by any state or local authority with the power to issue educator licenses or certifications, where the alleged conduct involves allegations of immorality, misconduct in office, incompetence, willful neglect of duty, disloyalty or falsification of credentials, until the applicant provides evidence of the investigation's resolution.
 - 3.3.1 **"Immorality"** means conduct which is inconsistent with the rules and principles of morality expected of an educator and may reasonably be found to impair an educator's effectiveness by reason of his or her unfitness.
- 3.4 ~~Trades and Industry~~ Skilled and Technical Sciences Teacher Educational and Experience Requirements.
 - 3.4.1 A bachelor's degree equivalent for a ~~trades and industry~~ Skilled and Technical Sciences teacher shall be two (2) years of college or technical training, plus six (6) years of ~~trade work~~ experience. The requirement for two (2) years of college or technical training may be satisfied through the satisfactory completion of ~~[the requirements for]~~ any one ~~[or an appropriate combination]~~ of the following ~~experiences options~~ in the specific career area to be taught ~~[equaling]~~:
 - 3.4.1.1 An associate's degree with a major in the specific ~~occupational area to be taught~~ career area; or
 - 3.4.1.2 Two years of college majoring in the specific ~~occupational career~~ area ~~to be taught~~ with at least 50% of the major courses required for a bachelor's degree satisfactorily completed; or
 - 3.4.1.3 A state issued certificate indicating completion of apprenticeship hours and apprentice related training (e.g. journey papers) in the specific career area; or
 - 3.4.1.4 Completion of Four (4) years of sequential Delaware Trade Extension courses in the specific career area; or
 - 3.4.1.5 Completion of Four (4) years of National Center for Construction Education and Research's Contren documented training in the specific career area; or
 - 3.4.1.6 ~~Nine high school credits of career and technical high school training~~ A 70% or above score on both the written and performance elements of a Delaware Apprentice-related Education Provider's National Center for Construction Education and Research's Contren-derived full Apprentice Equivalency test-out covering all Apprentice-related Education years in the specific career area; or

- 3.4.1.7 Passage of the State of Delaware Licensing test in the specific career area, offered through the Division of Professional Regulation; or
- 3.4.1.8 576 hours of military training in the specific career area; or
- 3.4.1.9 576 hours postsecondary trade school training in the specific career area; or
- 3.4.1.10 ~~Completing the written and performance teacher testing for the National Occupational Competency Testing Institute with a minimum score set by the Department~~ A 70% or above score on both the written and performance teacher tests for the National Occupational Competency Testing Institute in the specific career area; or
- 3.4.1.11 An industry recognized certification of technical competence or journeyperson status in the specific career area; or
- 3.4.1.12 DOE approved equivalents **[of any one of the above including but not limited to equivalents from any combination of the above options]**.

4.0 Validity of Initial License

- 4.1 An Initial License is valid for three (3) years, unless revoked, and may not be renewed. Notwithstanding the foregoing, an Initial License issued to an applicant in a ~~vocational trade and industry~~ Skilled and Technical Sciences specific career area is valid for up to six (6) years to provide time for completion of specified ~~college level~~ course work required for certification.
- 4.2 An Initial License issued to an applicant who is not currently employed by a school district, charter school, or other employing authority shall be inactive until such time as an applicant is employed by a public school district or charter school. Once employed, the Initial License shall be in effect for three (3) years from the date of hire until the last day of the month of issuance three (3) years later, except in the case of the ~~vocational and trade industry~~ Skilled and Technical Sciences specific career areas which shall expire on the last day of the month of issuance six (6) years later.
- 4.3 During the term of the Initial License, license holders are required to participate in mentoring and other prescribed professional development activities offered by the Department and by the school district or charter school or other employing authority in which they are employed.

5.0 Applicants with Foreign Credentials

- ~~5.1~~ Applicants graduating from foreign institutions shall provide an analysis of the degree equivalency, along with all other required application materials, which shall be reviewed by the Department.

6.0 Extension for Exigent Circumstances

- The Department may extend an Initial License for a period not to exceed one (1) year, exigent circumstances warranting the necessity of such extension.
- 6.1 A license holder whose license expires during the school year may have the Initial License extended until the last day of the fiscal year upon a request from the district superintendent, charter school administrator, or other employing authority. This extension shall be considered an exigent circumstance and shall not exceed one (1) year in length.

7.0 Leave of Absence

An educator may take a leave of absence of up to three (3) years with no effect upon the validity or expiration of the Initial License.

8.0 Criminal Conviction History

An applicant shall disclose his or her criminal conviction history upon application for an Initial License. Failure to disclose a criminal conviction history is grounds for denial or revocation of an Initial License as specified in 14 **Del.C.** §1219.

9.0 Exceptions

This regulation shall apply to all requests for issuance of an Initial License, except as specifically addressed herein.

- 9.1 Educators employed on a Limited Standard Certificate or a Temporary Certificate issued prior to August 31, 2003 shall continue on that certificate until the requirements specified are met or the certificate expires, whichever comes first. In no case shall a Limited Standard or Temporary Certificate be valid after July 1, 2008.

10.0 Secretary of Education Review

The Secretary of Education may, at the request of the superintendent of a local school district or charter school administrator or other employing authority, review licensure credentials on an individual basis and grant a license to an applicant who otherwise does not meet the requirements for Initial License, but whose effectiveness is documented by the local school district, charter school, or other employing authority.

7 DE Reg. 161 (8/1/03)

7 DE Reg. 623 (11/103)

7 DE Reg. 1181 (3/1/04)

12 DE Reg. 945 (01/01/09) (Final)