

**DEPARTMENT OF EDUCATION
PROFESSIONAL STANDARDS BOARD**

Statutory Authority: 14 Delaware Code, Sections 1203, 1205(b), 1210(c)(1), and 1212(a) (14 Del.C. §§1203, 1205(b), 1210(c)(1), & 1212(a))
14 DE Admin. Code 1503

PROPOSED

PUBLIC NOTICE

Educational Impact Analysis Pursuant to 14 Del.C. §122(d)

1503 Comprehensive Educator Induction Programs

A. TYPE OF REGULATORY ACTION REQUESTED

Amendment to Existing Regulation

B. SYNOPSIS OF SUBJECT MATTER OF REGULATION

Pursuant to 14 Del.C. §§1203, 1205(b), 1210(c), and 1212, the Professional Standards Board ("Board"), acting in consultation and cooperation with the Delaware Department of Education ("Department"), developed amendments to 14 DE Admin. Code 1503 Comprehensive Educator Induction Programs. The regulation concerns mentoring requirements for licensed educators in Delaware public schools. The proposed amendments include adding "Administrator," "Induction Coach," "Induction Coordinator," "LEA Induction Team," "Lead Induction Coach," "Professional Learning," "Site Induction Team," and "Teacher" as defined terms and revising and striking existing defined terms in Section 2.0; revising Section 3.0, which concerns the requirements for comprehensive educator induction programs for teachers; revising Sections 4.0, 5.0, and 6.0, which concern the requirements for the comprehensive educator induction programs for teachers; adding Section 7.0, which concerns the comprehensive educator induction programs for specialists; adding Sections 8.0 and 9.0, which concern the requirements for the comprehensive educator induction programs for specialists; revising Section 10.0, which concerns comprehensive educator induction programs for administrators; revising Sections 11.0, 12.0, and 13.0, which concern the requirements for the comprehensive educator induction programs for administrators; adding Section 14.0, which provides the duties and responsibilities of Induction Coordinators, Lead Induction Coaches, and Induction Coaches; revising Section 15.0, which concerns the duties and responsibilities of Administrator Mentors; and revising Section 16.0, which concerns salary supplement payments. The proposed effective date of the amended regulation is July 1, 2024.

Persons wishing to present their views regarding this matter may do so in writing by submitting them to the Department, Office of the Secretary, Attn: Regulation Review, 401 Federal Street, Suite 2, Dover, Delaware 19901 or through the Department's online submission form at <https://education.delaware.gov/community/governance/regulations-code/post-a-comment/> by the close of business (4:30 p.m. EST) on or before October 2, 2023. Any person who wishes to receive a copy of the proposed regulation may obtain a copy from the Department at the Office of the Secretary on the second floor of the Townsend Building, 401 Federal Street, Dover, Delaware.

C. IMPACT CRITERIA

1. Will the amended regulation help improve student achievement as measured against state achievement standards? The requirements for comprehensive educator induction programs are designed to improve the quality of the educator workforce, which will help to improve student achievement.

2. Will the amended regulation help ensure that all students receive an equitable education? The requirements for comprehensive educator induction programs are designed to improve the quality of the educator workforce, which will help to ensure students in Delaware public schools receive an equitable education.

3. Will the amended regulation help to ensure all students' health and safety are adequately protected? The amended regulation addresses mentoring requirements for educators and is not designed to help ensure students' health and safety is protected.

4. Will the amended regulation help to ensure that all students' legal rights are respected? The amended regulation addresses mentoring requirements for educators and is not designed to help ensure students' legal rights are respected.

5. Will the amended regulation preserve the necessary authority and flexibility of decision-makers at the local board and school level? The amended regulation does not change authority and flexibility of decision makers at the local board and school level.

6. Will the amended regulation place unnecessary reporting or administrative requirements or mandates upon decision makers at the local board and school levels? The amended regulation does not place unnecessary reporting or administrative requirements or mandates upon decision makers at the local board and school levels. The Department collects data from schools to evaluate comprehensive educator induction programs and reports such data to the Board

upon the Board's request (Section 17.0).

7. Will decision making authority and accountability for addressing the subject to be regulated be placed in the same entity? The Department implements the rules and regulations promulgated and adopted pursuant to 14 **Del.C.** Ch. 12 relating to licensure and certification of educators.

8. Will the amended regulation be consistent with and not an impediment to the implementation of other state educational policies, in particular to state educational policies addressing achievement in the core academic subjects of mathematics, science, language arts, and social studies? The amended regulation is consistent with, and not an impediment to, the implementation of other state educational policies, and in particular to state educational policies addressing achievement in the core academic subjects of mathematics, science, language arts, and social studies.

9. Is there a less burdensome method for addressing the purpose of the amended regulation? There is not a less burdensome method for addressing the purpose of this amended regulation.

10. What is the cost to the state and to the local school boards of compliance with the amended regulation? There are no additional expected costs to the state and to the local school boards of complying with this amended regulation.

1503 Comprehensive Educator Induction Programs

1.0 Content

This regulation shall apply to comprehensive educator induction programs, including coaching, mentoring and ~~professional development~~ Professional Learning activities required of ~~licensed Educators~~ Teachers, Specialists, and Administrators in Delaware public schools, pursuant to 14 **Del.C.** Ch. 12.

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

25 DE Reg. 82 (07/01/21)

2.0 Definitions

The following words and terms, when used in this regulation, shall have the following meaning:

"Administrator" means a person who holds an active educator's license issued by the Department under 14 **Del.C.** Ch. 12, and holds at least 1 of the following Standard Certificates: School Principal and Assistant School Principal Standard Certificate (14 **DE Admin. Code** 1591), Certified Central Office Personnel Standard Certificate (14 **DE Admin. Code** 1592), Superintendent and Assistant Superintendent Standard Certificate (14 **DE Admin. Code** 1593), Special Education Director Standard Certificate (14 **DE Admin. Code** 1594), and Charter School Leader Standard Certificate (14 **DE Admin. Code** 1596).

"Administrator Mentor" means a certified administrator who holds a Continuing License, is currently employed as an administrator, performs the duties and responsibilities in the State's administrator mentor program, and is rated as satisfactory on the State's current evaluation system or the equivalent thereof on a state-approved alternative educator evaluation system. A certified administrator is an Educator who holds at least ~~one~~ 1 of the following Standard Certificates: School Principal and Assistant School Principal Standard Certificate (14 **DE Admin. Code** 1591), Certified Central Office Personnel Standard Certificate (14 **DE Admin. Code** 1592), Superintendent and Assistant Superintendent Standard Certificate (14 **DE Admin. Code** 1593), and Special Education Director Standard Certificate (14 **DE Admin. Code** 1594).

~~**"Approved Comprehensive Induction Program"** means an educator induction program approved by the Department to provide mentoring and professional development for Educators.~~

~~**"Contact Hours"** means the face-to-face time a Teacher or Specialist Mentor spends with the mentor's mentee working specifically on mentoring activities, which may include a combination of in-school and after school time and virtual or electronic communication.~~

"Department" means the Delaware Department of Education.

~~**"Educator"** means a person who holds an active license issued by the Department under 14 **Del.C.** Ch. 12 to engage in the practice of instruction, administration or other related professional support services in Delaware public schools, including charter schools and is currently employed by a district or charter school.~~

"Employing Authority" means any entity which employs Educators, Administrators, Teachers, and Specialists, and includes school districts, charter schools, boards of directors, and management companies.

"Induction Coach" means a person who holds an active educator's license issued by the Department under 14 **Del.C.** Ch. 12, is currently employed at a school district or charter school in Delaware, and has participated in the training for coaches of Teachers and Specialists required by the Department and the Employing Authority. Educators serving as coaches are those who have satisfactory evaluations on the State's current evaluation system, or the equivalent thereof on a state-approved alternative educator evaluation system, during the school year in which they coach and may not be on an improvement plan, or the equivalent thereof

in a state-approved educator evaluation system. Coaches are selected by the Employing Authority to provide support for Teachers and Specialists in years 1 and 2 of the comprehensive educator induction program and may be eligible for an additional responsibility assignment salary supplement as provided in Section 16.0.

"**Induction Coordinator**" means an individual appointed by an Employing Authority to annually submit and oversee an approved comprehensive educator induction program for Teachers and Specialists for the school district or charter school and serve as a liaison between the Employing Authority and the Department.

"**LEA Induction Team**" means the team of personnel at the local education agency level who meets throughout the school year to provide a clear framework that aligns with the expectations in the comprehensive educator induction program.

"**Lead Induction Coach**" means an individual who is employed by an Employing Authority as a Teacher or Specialist, performs the duties and responsibilities assigned to that position, has satisfactory evaluations on the State's current evaluation system, or the equivalent thereof on a state-approved alternative educator evaluation system, during the school year in which the individual is the Lead Induction Coach and may not be on an improvement plan, or the equivalent thereof on a state-approved alternative educator evaluation system. In addition, the Lead Induction Coach is selected by the Employing Authority to oversee the comprehensive educator induction program at the building level and is an active part of the Site Induction Team. The Lead Induction Coach provides guidance and professional learning to Induction Coaches and support to Teachers and Specialists in years 3 and 4 of the program.

"**Mentoring**" means activities, training and service in mentoring support or assistance provided through a formally organized approved comprehensive induction program or such supplemental mentoring programs as required by regulation or by the Educator's Employing Authority. Mentoring includes, but is not limited to the mentoring that occurs in the approved comprehensive induction programs required for Educators during their four-year Initial Licensure period, Continuing Licensure period, or any other mentoring program as required by law.

"**Professional Learning**" means activities that incorporate active learning and are job-embedded, sustained and continuous, and aligned to standards. Professional Learning may be collaborative and aligned with school goals.

"**Site Coordinator**" means an individual appointed by an Employing Authority to oversee an Approved Comprehensive Induction Program for teachers and specialists at the district or charter school.

"**Site Induction Team**" means the team of personnel at the school level who meet throughout the school year and are responsible for implementing the local level program.

"**Specialist**" is an Educator other than a teacher or administrator means a person who holds an active educator's license issued by the Department under 14 **Del.C.** Ch. 12 to engage in other related professional support services, is currently employed at a school district or charter school in Delaware, and holds at least 1 of the following Standard Certificates: Elementary School Counselor (14 **DE Admin. Code** 1522), Secondary School Counselor (14 **DE Admin. Code** 1545), School Nurse (14 **DE Admin. Code** 1582), School Psychologist (14 **DE Admin. Code** 1583), or School Social Worker (14 **DE Admin. Code** 1584).

"**Teacher**" means a person who holds an active educator's license issued by the Department under 14 **Del.C.** Ch. 12, is currently employed at a school district or charter school in Delaware, and meets students on a regularly scheduled basis, plans and delivers instruction, develops or prepares instructional materials, and evaluates student performance. For the purpose of this regulation, Teachers include individuals who hold the School Library Media Specialist Standard Certificate (14 **DE Admin. Code** 1580) or School Reading Specialist Standard Certificate (14 **DE Admin. Code** 1581).

"**Teacher or Specialist Lead Mentor**" means a teacher or specialist who holds a Continuing or Advanced License, has participated in the training approved by the Department for Teacher or Specialist Lead Mentors, is employed by an Employing Authority as a Teacher or Specialist Lead Mentor, and performs the duties and responsibilities assigned that position. Educators serving as Teacher or Specialist Lead Mentors are those that have all satisfactory evaluations on the State's current evaluation system, or the equivalent thereof on a state-approved alternative educator evaluation system, during the school year in which they are mentors and may not be on an improvement plan, or the equivalent thereof in a state-approved alternative educator evaluation system. Teacher or Specialist Lead Mentors oversee the comprehensive induction program at the building level, train Teacher or Specialist Mentors, and provide support to teachers or specialists in years three and four of the program as provided in Section 13.0. Teacher or Specialist Lead Mentors may mentor an Educator in years one and two of the program as provided in Sections 4.0 and 5.0.

"**Teacher or Specialist Mentor**" means an Educator who holds a Continuing or Advanced License and has participated in the training for mentors of teachers and specialists specified by the Department and the Employing Authority. Educators serving as Teacher or Specialist Mentors are those that have satisfactory evaluations on the State's current evaluation system, or the equivalent thereof on a state-approved alternative

educator evaluation system, during the school year in which they are mentors and may not be on an improvement plan, or the equivalent thereof in a state approved alternative educator evaluation system. Teacher or Specialist Mentors provide one-to-one support for Educators in years one and two of the program and may be eligible for an additional responsibility assignment salary supplement as provided in Section 14.0.

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

24 DE Reg. 146 (08/01/20)

25 DE Reg. 82 (07/01/21)

3.0 Comprehensive Educator Induction Programs for Teachers and Specialists

3.1 The Department shall develop guidelines and recommendations for comprehensive educator induction programs for Teachers and approve comprehensive educator induction programs for teachers and specialists: Teachers submitted annually by an Employing Authority's LEA Induction Team, which provides guidance and evaluation of the locally developed program to support the developing proficiencies of new educators and educators serving in new assignments, provide mentoring and coaching to enhance Professional Learning, foster colleague relationships, and ensure job-embedded Professional Learning for continuous improvement.

3.1.1 ~~The teachers' program shall be aligned with applicable state standards for teachers and shall include training and support of the components of the State's current evaluation system or a state-approved alternative educator evaluation system, including descriptive, non-evaluative feedback.~~

3.1.2 ~~The specialists' program shall be aligned with applicable national standards for specialists and shall include training and support of the components of the State's current evaluation system or a state-approved alternative educator evaluation system, including descriptive, non-evaluative feedback.~~

3.2 3.1.1 ~~An Employing Authority may~~ shall develop and then implement a distinct an approved comprehensive educator induction program for teachers and specialists as Teachers that meets the requirements specified in Sections 4.0, 5.0, 6.0, 7.0, 8.0, and 13.0 and 6.0 of this regulation.

3.2.1 ~~Each comprehensive induction program shall meet the requirements in the distinct mentoring programs as specified in Sections 4.0, 5.0, 6.0, 7.0, 8.0, and 14.0 of this regulation.~~

3.2.2 3.1.2 ~~The Employing Authority~~ Authority's appointed person from the LEA Induction Team shall submit ~~each distinct comprehensive induction~~ the program plan to the Department for review and consideration of approval according to the application ~~procedure~~ procedure, template, and timelines set by the Department.

3.1.3 The Teachers' program shall be aligned with applicable state teaching and professional learning standards for teachers and shall include training and support of the components of the State's current evaluation system or a state-approved alternative educator evaluation system, including descriptive, non-evaluative feedback.

3.1.4 The Site Induction Team shall include a building leader.

3.3 3.2 ~~An Educator A Teacher~~ is required to complete ~~either the State's program or the Educator's~~ the Teacher's Employing Authority's program that has been preapproved by the Department. Failure by the ~~Educator~~ Teacher to successfully complete the requirements of ~~an Approved Comprehensive Induction Program~~ the program may result in the denial of an application for a Continuing License or disciplinary action as provided in ~~14 DE Admin. Code 1510 Initial License and License, 14 DE Admin. Code 1511 Issuance and Renewal of Continuing License License, and 14 DE Admin. Code 1512 Advanced License.~~

3.4 3.3 ~~The Department shall also develop a training for Teacher or Specialist Lead Mentors. Teacher or Specialist Lead Mentors~~ Lead Induction Coaches are required to complete the training ~~yearly~~ in order to receive an additional responsibility salary supplement as provided in ~~14 DE Admin. Code 1501 Salary Supplements for Educators.~~

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

25 DE Reg. 82 (07/01/21)

4.0 ~~Year One~~ Years 1 and 2 of the Comprehensive Educator Induction Program for ~~Initial License Holders (Teachers and Specialists)~~ Teachers

4.1 In year one of the program, the Educator shall:

4.1.1 ~~At a minimum, have weekly Contact Hours with the Educator's Teacher or Specialist Mentor.~~

- 4.1.1.1 ~~The Teacher or Specialist Lead Mentor or Site Coordinator shall match the Educator with a Teacher or Specialist Mentor.~~
- 4.1.1.2 ~~The Teacher or Specialist Mentor shall assist the Educator in becoming acclimated to the role, the school or other setting, the Delaware content standards, and the applicable state standards for teachers or national standards for specialists.~~
- 4.1.2 ~~Complete the requirements of an ethics course that has been approved by the Department.~~
- 4.1.3 ~~Be observed a minimum of four times by the Educator's Teacher or Specialist Mentor.~~
- 4.1.4 ~~Participate in a minimum of two professional learning experiences designed to provide new teachers or specialists with the support necessary to become familiar with school and district policies and procedures, hone their professional skills, help them evaluate and reflect upon their own professional performance, and develop an individualized growth plan to improve their effectiveness as planned by the Department or the Employing Authority.~~
- 4.1.5 ~~Observe licensed and certified Educators who exemplify best practices a minimum of four times, reflecting upon what was seen, implementing strategies learned, and reflecting upon the Educator's own performance.~~
- 4.1 ~~Section 4.0 applies to Teachers who have less than 2 years of documented and verified experience as a teacher of record.~~
- 4.2 ~~Years 1 and 2 of the program for Teachers shall include the requirements provided in subsections 4.2.1 through 4.2.6.~~
 - 4.2.1 ~~The Site Induction Team or Induction Coordinator shall match the Teacher with an Induction Coach.~~
 - 4.2.1.1 ~~The assignment of an Induction Coach beyond year 2 of the program is at the discretion of the Employing Authority, based upon a review of the Teacher's performance.~~
 - 4.2.1.2 ~~Notwithstanding subsection 4.2.1.1 of this regulation, the Employing Authority shall provide continuing support to the Teacher beyond the Teacher's year 2 of the program until the Teacher's Initial License has expired, including ensuring an Induction Coach monitors the Teacher's progress toward meeting the requirements set forth in subsection 5.0 of this regulation.~~
 - 4.2.2 ~~At a minimum, the Induction Coach shall hold monthly meetings, which may be accomplished in individual or group meetings of no more than 4 Teachers and the Induction Coach.~~
 - 4.2.3 ~~Meetings shall have an identified focus which must be aligned to 1 or more of the following: the Delaware teaching standards, the Delaware professional learning standards, and the Delaware Teacher Growth and Support System.~~
 - 4.2.4 ~~An agenda, attendance sheets, and minutes must be kept for each meeting and provided to the Induction Coordinator.~~
 - 4.2.5 ~~The Induction Coach or designated persons from the Site Induction Team shall assist the Teacher in becoming acclimated to the role, the school, or other setting, the Delaware teaching standards, and the Delaware professional learning standards.~~
 - 4.2.6 ~~The Teacher shall be observed as determined by the Induction Coach based on need or providing additional support.~~
- 4.3 ~~The Teacher shall complete the requirements in subsections 4.3.1 through 4.3.3.~~
 - 4.3.1 ~~In year 1 of the program, the Teacher shall complete the requirements of the ethics course that has been approved by the Department.~~
 - 4.3.2 ~~The Teacher shall attend monthly meetings and engage in teaching and coaching cycles with the Induction Coach that include planning and preparation, teaching and assessing, and analyzing and reflecting.~~
 - 4.3.3 ~~The Teacher shall participate in Professional Learning experiences designed to provide new Teachers with the knowledge of, and support necessary to become familiar with, the Delaware Teacher Growth and Support System, or the Employing Authority's alternative evaluation system approved by the Department. Live or recorded observations of other Teachers in the same content area or position may be included as an additional method of support.~~

20 DE Reg. 718 (03/01/17)

24 DE Reg. 146 (08/01/20)

25 DE Reg. 82 (07/01/21)

5.0 Year Two of the Comprehensive Educator Induction Program for Initial License Holders (Teachers and Specialists)

- 5.1 In year two of the program, the Educator shall:

- 5.1.1 ~~At a minimum, hold weekly Contact Hours with the Educator's Teacher or Specialist Mentor.~~
 - 5.1.1.1 ~~The Teacher or Specialist Lead Mentor or Site Coordinator shall match the Educator with a Teacher or Specialist Mentor if the Educator's previous Teacher or Specialist Mentor is not able to continue or is not an appropriate match.~~
 - 5.1.1.2 ~~The Teacher or Specialist Mentor shall assist the Educator in becoming acclimated to the role, the school or other setting, the Delaware content standards, and the applicable state standards for teachers or national standards for specialists.~~
- 5.1.2 ~~Be observed a minimum of four times by the Educator's Teacher or Specialist Mentor.~~
- 5.1.3 ~~Participate in a minimum of two professional learning experiences designed to provide new teachers or specialists with the support necessary to become familiar with school and district policies and procedures, hone their professional skills, help them evaluate and reflect upon their own professional performance, and develop an individualized growth plan to improve their effectiveness as planned by the Department or the Employing Authority.~~
- 5.1.4 ~~Observe licensed and certified Educators who exemplify best practice a minimum of four times, reflecting upon what was seen, implementing strategies learned, and reflecting upon the Educator's own performance.~~
- 5.2 ~~The assignment of a Teacher or Specialist Mentor beyond year two of the program is at the discretion of the Employing Authority, based upon a review of the Educator's performance.~~
- 5.3 ~~Notwithstanding subsection 5.2 of this regulation, the Employing Authority shall provide continuing support to the Educator beyond the Educator's year two of the program until the Educator's Initial License has expired, including ensuring a Teacher or Specialist Lead Mentor monitors the Educator's progress toward meeting the requirements set forth in subsection 6.1 of this regulation.~~

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

24 DE Reg. 146 (08/01/20)

25 DE Reg. 82 (07/01/21)

6.0 5.0 Third and Fourth Years of the Comprehensive Educator Induction Program for Initial License Holders (Teachers and Specialists) Comprehensive Induction Program for Teachers for the Remaining Years of the Initial License

- 6.4 5.1 The Educator shall: In each of the remaining years of a Teacher's Initial License, the Teacher shall complete the requirements in subsections 5.1.1 and 5.1.2.
 - 6.1.1 5.1.1 During year three of the program, the Educator shall participate in a Professional Learning Community (PLC) specific to the statewide or an alternative mentoring program that focuses on using data to make instructional decisions that best meet the needs of the Educator's students. The Teacher shall conduct the Department-specified self-analysis to assess the Teacher's Professional Learning needs in the Delaware teaching standards and identify 1 to 2 areas of growth that will be the focus of the year for Professional Learning to strengthen the Teacher's learning and teaching practices.
 - 6.1.2 During year four of the program, the Educator shall:
 - 6.1.2.1 Conduct a self-analysis to assess the Educator's professional learning needs in content knowledge and pedagogical skills; and
 - 6.1.2.2 Develop and implement a personalized professional growth plan that addresses the Educator's individual needs identified through the self-analysis.
 - 5.1.2 The Teacher shall participate in, track, document, and reflect upon, as required by the Department, no less than 15 hours of Professional Learning experiences throughout the school year that enhance the Teacher's understandings and abilities in the Teacher's job, leading to more effective instruction. The experiences shall be aligned to 1 or more of the following: the Delaware teaching standards, the Delaware professional learning standards, and the Delaware Teacher Growth and Support System.

20 DE Reg. 718 (03/01/17)

24 DE Reg. 146 (08/01/20)

25 DE Reg. 82 (07/01/21)

6.0 Comprehensive Educator Induction Program for Teachers Who Are New to Delaware Public Schools

- 6.1 Section 6.0 applies to Teachers who hold an Initial, Continuing, or Advanced License and have more than 2 years of documented and verified experience as a teacher of record.
- 6.2 In the Teacher's first year of employment, the Teacher shall complete the requirements in subsections 6.2.1 and 6.2.2.
 - 6.2.1 The Teacher shall complete Professional Learning experiences designed to provide Teachers who are new to Delaware with the knowledge of and support necessary to become familiar with the Delaware Teacher Growth and Support System or the Employing Authority's alternative evaluation system approved by the Department.
 - 6.2.2 The Teacher shall complete Professional Learning that introduces and allows the Teacher to learn and practice any new systems, technology, and other local logistics that are specific to Delaware or the Teacher's Employing Authority.
- 6.3 If the Teacher holds an Initial License the Teacher shall complete the requirements in subsections 6.3.1 through 6.3.3 in any remaining years of the Teacher's Initial License.
 - 6.3.1 The Teacher shall conduct the Department-specified self-analysis to assess the Teacher's Professional Learning needs aligned to the Delaware teaching standards.
 - 6.3.2 The Teacher shall identify 1 to 2 areas of growth that will be the focus of the year for Professional Learning to strengthen the Teacher's learning and teaching practices.
 - 6.3.3 The Teacher shall participate in, track, document, and reflect upon, as required by the Department, no less than 15 hours of Professional Learning experiences throughout the school year that enhance the Teacher's understandings and abilities in the Teacher's job, leading to more effective instruction. The experiences shall be aligned to 1 or more of the following: the Delaware teaching standards, the Delaware professional learning standards, and the Delaware Teacher Growth and Support System.

7.0 ~~Comprehensive Educator Induction Program for Continuing or Advanced License Holders Who Are New to the State (Teachers and Specialists) Programs for Specialists~~

- 7.1 ~~The Educator shall either:~~
 - 7.1.1 ~~Participate in a Professional Learning Community (PLC) as provided in subsection 6.1.1 of this regulation;~~
or
 - 7.1.2 ~~Conduct a self-analysis and develop and implement a personalized professional growth plan as provided in subsection 6.1.2 of this regulation.~~
- 7.1 The Department shall develop comprehensive educator induction programs for Specialists in all Delaware public schools.
- 7.2 The Specialists' programs shall be aligned with applicable national standards for Specialists in the applicable specialist area and shall include training for coaches.
- 7.3 The Employing Authority shall ensure new Specialists are assigned to an Induction Coach that has been trained to guide the Specialist through the Department-developed program.
- 7.4 Comprehensive educator induction programs for Specialists shall be up to 4 years in length for Specialists who hold an Initial License and 2 years in length for specialists who hold a Continuing or Advanced License.
 - 7.4.1 Specialists who hold an Initial License are required to complete the requirements in Sections 8.0 and 9.0.
 - 7.4.2 Specialists who are new to their role and hold a Continuing or Advanced License and Specialists who are new to the State are required to complete the requirements in Section 8.0.

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

25 DE Reg. 82 (07/01/21)

8.0 ~~2-Year Comprehensive Educator Induction Program for Continuing or Advanced License Holders Who Are New to an Area (Teachers and Specialists) All Specialists~~

- 8.1 ~~Experienced Educators who are new to an area shall, within the first year of employment, be assigned a mentor and participate in and complete an Approved Comprehensive Induction Program consisting of the professional development and mentoring activities specified in subsection 8.2 of this regulation, which address the Educator's specific needs and which focus on current best practices in curriculum, instruction, assessment or a specialist's position within the district or charter school and is aligned to State or national standards. An Educator is new to an area if the Educator has moved from the position of a teacher to the position of a specialist; has moved from the position of an administrator to the position of a teacher or a specialist; or has moved from the position of a specialist to the position of a teacher or to a different type of certificated specialist~~

position. Examples include a teacher changing positions to a school nurse, a school nurse changing positions to a school counselor, or a school counselor changing positions to a teacher.

8.2 During the first year of employment in a new area, the Educator shall:

8.2.1 ~~At a minimum, meet weekly with the Educator's mentor, which may include a combination of in-school and after school time and virtual or electronic communications.~~

8.2.1.1 ~~The Employing Authority shall match the Educator with a mentor.~~

8.2.1.2 ~~The mentor shall assist the Educator in becoming acclimated to the role, the school or other setting, the Delaware content standards, and the applicable state standards for teachers or national standards for specialists.~~

8.2.2 ~~Be observed a minimum of four times by the Educator's mentor.~~

8.2.3 ~~Participate in a minimum of two professional learning experiences designed to provide Educators who are new to an area with the support necessary to become familiar with school and district policies and procedures, hone their professional skills, help them evaluate and reflect upon their own professional performance, and develop an individualized growth plan to improve their effectiveness as planned by the Department or the Employing Authority.~~

8.2.4 ~~Observe Educators who have experience in the area in practice a minimum of four times, reflecting upon what was seen, implementing strategies learned, and reflecting upon the Educator's own performance.~~

8.1 Programs for Specialists shall include the requirements provided in subsections 8.1.1 through 8.1.6.

8.1.1 The Site Induction Team or Induction Coordinator shall match the Specialist with an Induction Coach.

8.1.1.1 The assignment of an Induction Coach beyond year 2 of the program is at the discretion of the Employing Authority, based upon a review of the Specialist's performance.

8.1.1.2 Notwithstanding subsection 8.1.1.1 of this regulation, the Employing Authority shall provide continuing support to the Specialist beyond the Specialist's year 2 of the program until the Specialist's Initial License has expired, including ensuring an Induction Coach monitors the Specialist's progress toward meeting the requirements set forth in Section 9.0 of this regulation.

8.1.2 To the extent feasible, the Induction Coach for a Specialist shall be certified and practicing in the same specialist area as the Specialist the Induction Coach is assigned to coach.

8.1.3 At a minimum, the Induction Coach shall hold monthly meetings, which may be accomplished in individual or group meetings of no more than 4 Specialists and the Induction Coach.

8.1.4 Meetings shall have an identified focus which must be aligned to the standards for or a problem of practice within the Specialist area.

8.1.5 The Induction Coach shall assist the Specialist in becoming acclimated to the role, the school, or other school setting, the Delaware professional learning standards, and the applicable national standards for the Specialist area.

8.1.6 The Induction Coach shall observe the Specialist as outlined by the Department's induction program for the Specialist area.

8.2 The Specialist shall complete the requirements provided in subsections 8.2.1 through 8.2.4.

8.2.1 In year 1 of the program, the Specialist shall complete the requirements of an ethics course that has been approved by the Department unless the Specialist provides the Department with proof of completion of the Department-approved ethics course.

8.2.2 The Specialist shall attend monthly meetings and engage in individual and collaborative meetings with the Induction Coach that are aligned to a standard or problem of practice related to the Specialist's area.

8.2.3 The Specialist shall participate in Professional Learning experiences designed to provide new Specialists with the knowledge of, and support necessary to become familiar with, the State evaluation system for Specialists or the Employing Authority's alternative evaluation system approved by the Department.

8.2.4 The Specialist shall observe other Specialists as outlined by the Department's plan for the Specialist area. Live or recorded observations of other Teachers in the same content area or position may be included as an additional method of support.

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

25 DE Reg. 82 (07/01/21)

9.0 Comprehensive Educator Induction Program for Specialists Who Have Remaining Years on the Initial License After Completing the Mandatory 2-Year Program in Section 8.0

- 9.1 In each of the remaining years of a Specialist's Initial License, the Specialist shall complete the requirements in subsections 9.1.1 through 9.1.3.
- 9.1.1 The Specialist shall conduct the Department-specified self-analysis to assess the Specialist's Professional Learning needs.
- 9.1.2 The Specialist shall identify 1 to 2 areas of growth that will be the focus of the year for Professional Learning to strengthen the Specialist's learning and practices.
- 9.1.3 The Specialist shall participate, track, document, and reflect upon, as required by the Department, no less than 15 hours of Professional Learning experiences throughout the school year that enhance the Specialist's understandings and abilities in the Specialist's job, leading to more effective performance. The experiences shall be aligned to 1 or more of the following: the national standards for the Specialist's certification area and the Delaware professional learning standards.

9.0 ~~10.0~~ Comprehensive Educator Induction Programs for Administrators

- 9.4 ~~10.1~~ The Department shall develop and implement comprehensive educator induction programs for administrators. The administrators' program shall be based on the applicable national standards for administrators.
- 9.2 ~~An Employing Authority may develop and then implement a distinct comprehensive induction program for administrators as specified in Sections 8.0, 10.0, 11.0, 12.0, and 13.0 of this regulation.~~
- 9.2.1 ~~Each comprehensive induction program shall meet the requirements in the distinct mentoring programs as specified in Sections 8.0, 10.0, 11.0, 12.0, and 13.0 of this regulation.~~
- 9.2.2 ~~The Employing Authority shall submit each distinct comprehensive induction program plan to the Department for review and consideration of approval according to the application procedure and timelines set by the Department.~~
- 9.3 ~~10.2~~ All Educators ~~Administrators~~ who are new to administration or who are new to the state and hold a Continuing or Advanced License become newly employed as an Administrator in a Delaware public school, regardless of the standard certificates held, shall complete year ~~one~~ 1 of the program.
- 9.4 ~~For Educators ~~Administrators~~ who are new to the state and hold an Initial License, regardless of the standard certificates held, shall also complete year one through year four~~ 2 of the program.
- 9.5 ~~10.3~~ An Educator ~~Administrator~~ is required to complete either the State's program or the Educator's Employing Authority's program that has been preapproved by the Department. Failure by the Educator ~~Administrator~~ to successfully complete the requirements of an ~~Approved Comprehensive Induction Program~~ the program may result in the denial of an application for a Continuing or Advanced License or disciplinary action as provided in 14 **DE Admin. Code** 1510 Initial License and License, 14 **DE Admin. Code** 1511 Issuance and Renewal of Continuing License, and 14 **DE Admin. Code** 1512 Advanced License.
- 9.6 ~~10.4~~ The Department shall provide a program for all Administrator Mentors regardless of whether their Employing Authority develops and implements a program as provided in subsection 9.2. Administrator Mentors are required to complete the mentoring and coaching program in addition to providing evidence of usage of the mentoring playbook and its modules to mentor new administrators to the Department yearly in order to receive an additional responsibility salary supplement as provided in 14 **DE Admin. Code** 1501 Salary Supplements for Educators.

25 DE Reg. 82 (07/01/21)

40.0 ~~11.0~~ Year ~~One~~ 1 of the Comprehensive Educator Induction Program for Administrators

- 40.4 ~~11.1~~ During year ~~one~~ 1 of the program, the ~~Educator~~ shall: Administrator shall complete the requirements in subsections 11.1.1 through 11.1.4.
- 40.4.4 ~~11.1.1~~ Attend ~~The Administrator shall attend~~ at least 12 hours of the approved professional learning Professional Learning that is aligned to the approved national standards for administrators.
- 40.4.2 ~~11.1.2~~ At a minimum ~~The Administrator shall, at a minimum,~~ meet once monthly with the Educator's Administrator's mentor to complete the requirements included in the Administrator Mentor Program.
- 11.1.3 The Administrator shall attend Professional Learning on the DPAS II for Administrators or a state-approved alternative educator evaluation system for administrators to include goal-setting, mid-year conferences, and summative evaluations.
- 11.1.4 The Administrator shall participate in statewide Professional Learning for administrator mentors and mentees.

25 DE Reg. 82 (07/01/21)

11.0 12.0 Year Two 2 of the Comprehensive Educator Induction Program for Initial License Holders- (Administrators) Administrators

- 12.1 Year 2 of the program is required for all Administrators who hold an Initial License. Year 2 of the program is optional for Administrators who hold a Continuing or Advanced License.
- 12.2 During year ~~two~~ 2 of the program, the ~~Educator~~ Administrator shall complete 20 hours of coaching activities aligned to the approved national standards for administrators.

25 DE Reg. 82 (07/01/21)

12.0 13.0 Years Three and Four of the Comprehensive Educator Induction Program for Initial License Holders- (Administrators) Comprehensive Induction Program for Administrators for the Remaining Years of the Initial License After Completing the Mandatory 2-Year Program in Sections 11.0 and 12.0

- 12.1 13.1 During years three and four of the program, the Educator shall: In each of the remaining years of an Administrator's Initial License, the Administrator shall complete the requirements in subsections 13.1.1 through 13.1.5.
 - 12.1.1 13.1.1 ~~Conduct a self-analysis to assess the Educator's professional learning needs in content knowledge and pedagogical skills; and The Administrator shall conduct the Department-specified self-analysis to assess the Administrator's Professional Learning needs based on the State standards for administrators.~~
 - 13.1.2 The Administrator shall identify leadership priorities that will be the focus of the year for Professional Learning to strengthen the Administrator's learning and leadership practices.
 - 12.1.2 13.1.3 ~~Develop~~ The Administrator shall develop and implement a personalized professional growth learning plan that addresses the ~~Educator's~~ Administrator's individual needs identified through the self-analysis.
 - 13.1.4 The Administrator shall participate in Professional Learning that is aligned to the Delaware administrator standards.
 - 13.1.5 The Administrator shall track and document the Administrator's leadership priorities and action plan as required by the Department.

25 DE Reg. 82 (07/01/21)

14.0 Duties and Responsibilities of Induction Coordinators, Lead Induction Coaches, and Induction Coaches

- 14.1 Induction Coordinators shall complete the requirements in subsections 14.1.1 through 14.1.12.
 - 14.1.1 The Induction Coordinator shall annually submit the LEA plan and coordinate the local implementation of the comprehensive educator induction program that include the determined local mentoring activities.
 - 14.1.2 The Induction Coordinator shall ensure program requirements are met and proper documentation is submitted to the Induction Coordinator by participating new educators, Lead Induction, and Induction Coaches.
 - 14.1.3 The Induction Coordinator shall update educator progress, pair coaches and educators, and complete all stipend requests within the DEEDS Mentoring Center by the deadlines determined by the Department.
 - 14.1.4 The Induction Coordinator shall address any local issues regarding the implementation of, participation in, and completion of the Employing Authority's comprehensive educator induction program that arise.
 - 14.1.5 The Induction Coordinator shall ensure LEA Induction Team meetings are consistently scheduled throughout the school year, attend the Induction Team meetings, and submit the agendas, attendance sheets, and minutes for the meetings to the Department's Education Associate, Educator Induction by the Department's deadline.
 - 14.1.6 The Induction Coordinator shall attend mandatory Induction Coordinator meetings held by the Department unless excused by the Department with prior notice. An Induction Coordinator may attend optional Induction Coordinator meetings held by the Department.
 - 14.1.7 The Induction Coordinator shall submit documentation of all coaching activities provided during the meetings throughout the school year to the Department's Education Associate, Educator Induction by the Department's deadline.
 - 14.1.8 The Induction Coordinator shall ensure that all new educators in year 1 of the program are enrolled in the required ethics course.
 - 14.1.9 The Induction Coordinator shall mark completed induction years in the DEEDS Mentoring Center by the end of the school year in which the requirements are completed or when the educator leaves the Employing Authority, whichever occurs first.
 - 14.1.10 The Induction Coordinator shall submit completed coach stipend requests to the Department's Education Associate, Educator Induction by the Department's deadline. Induction Coordinators at school districts

shall communicate with their school district's payroll department to ensure stipend requests are accurate and paid by the final paycheck of the school year.

14.1.11 The Induction Coordinator shall monitor the status of licenses held by educators in the program and communicate the status with the Induction Coordinator's Human Resource Office and the educator.

14.1.12 The Induction Coordinator shall work with the Induction Coordinator's Human Resource Office to validate Teachers' and Specialists' eligibility for the program.

14.2 Lead Induction Coaches shall complete the requirements in subsections 14.2.1 through 14.2.6.

14.2.1 There shall be 1 Lead Induction Coach per building.

14.2.2 The Lead Induction Coach shall complete all mandatory coach training approved by the Department for Lead Induction Coaches, annually.

14.2.3 The Lead Induction Coach shall ensure monthly meetings are scheduled, planned, and take place for Induction Coaches (and may include new educators). Meetings shall have an identified focus and be aligned to standards. An agenda, attendance sheets and minutes shall be kept and provided to the Induction Coordinator.

14.2.4 The Lead Induction Coach shall attend and ensure consistent meetings are scheduled, planned and take place for the Site Induction Team. The Lead Induction Coach shall keep agendas, attendance sheets, and minutes and provide them to the Induction Coordinator.

14.2.5 The Lead Induction Coach shall provide guidance and communication around requirements for each year of the comprehensive educator induction program and monitor and collect documentation of years 3 and 4 for new educators' Professional Learning.

14.2.6 The Lead Induction Coach shall submit documentation accounting for all coaching activities provided during the school year of coaching to their Induction Coordinator by the Department's deadline.

14.3 Induction Coaches shall complete the requirements in subsections 14.3.1 through 14.3.5.

14.3.1 The Induction Coach shall coach actively licensed, new educators of record with less than 2 documented years as a Teacher or Specialist. There shall be 1 Induction Coach for every 4 new educators.

14.3.2 The Induction Coach shall complete all required coach training approved by the Department for Induction Coaches, annually.

14.3.3 The Induction Coach shall facilitate coaching cycles as specified in Sections 4.0 and 8.0 of this regulation, through at minimum, monthly meetings that are scheduled, planned and take place with new educators. The Induction Coach shall keep agendas, attendance sheets, and minutes and provide them to the Lead Induction Coach.

14.3.4 The Induction Coach shall conduct observations of new educators as determined by need. Observations can be in person or video recorded to provide coaching feedback and to support improvement in practices.

14.3.5 Induction Coaches shall submit documentation accounting for all coaching activities provided during the school year of coaching to their Lead Induction Coach or Induction Coordinator by the Department's deadline.

13.0 15.0 Duties and Responsibilities of Administrator Mentors

~~13.1 Teacher or Specialist Lead Mentors shall:~~

~~13.1.1 Complete the annual approval process as defined by the Department.~~

~~13.1.2 Oversee the school-level implementation of an Approved Comprehensive Induction Program, including but not limited to, a combination of in-school and after school activities, serving in a leadership role within the program, monitoring Educators' progress toward meeting the requirements of Sections 4.0, 5.0, 6.0, 7.0, and 8.0 of this regulation, planning mentor training, providing mentor training to aspiring mentors, assisting mentors with specific issues, and other responsibilities as directed by the Site Coordinator.~~

~~13.1.3 Teacher or Specialist Lead Mentors shall satisfactorily complete training in mentoring development approved by the Department for Teacher or Specialist Lead Mentors. A minimum of one Teacher or Specialist Lead Mentor per district or charter school shall be trained in the applicable Department approved specific specialist mentoring program.~~

~~13.2 Teacher or Specialist Mentors shall:~~

~~13.2.1 Complete the annual approval process as defined by the Department.~~

~~13.2.2 Facilitate mentoring activities as specified in Sections 4.0, 5.0, and 8.0 of this regulation, which may include a combination of in-school and after school time and virtual or electronic communication with their mentees annually which are designed to help the teacher or specialist acquire additional skills and knowledge appropriate to their specific positions.~~

~~13.2.3 Submit contact log documentation accounting for all mentoring activities provided during the specified time period to their Site Coordinator.~~

~~13.2.4 Teacher or Specialist Mentors also shall:~~

~~13.2.4.1 Satisfactorily complete training in mentoring and development aligned with the appropriate Department approved specific teacher or specialist mentoring program provided by the Teacher or Specialist Lead Mentors.~~

~~13.2.4.2 Attend structured meetings concerning the Approved Comprehensive Induction Program as directed by the Employing Authority.~~

~~13.3 Administrator Mentors shall satisfactorily complete all of the requirements of the mentor program provided by the Department.~~

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

25 DE Reg. 82 (07/01/21)

44.0 ~~16.0~~Payment of Salary Supplement

Administrator Mentors, Induction Coordinators, ~~Teacher or Specialist Lead Mentors~~ Induction Coaches, and ~~Teacher or Specialist Mentors~~ Inductions Coaches in years ~~one 1~~ and ~~two 2~~ of the program who are paid in accordance with the provisions of 14 **Del.C.** §1305 may be paid an additional responsibility assignment salary supplement annually, upon documentation of satisfactory fulfillment of duties and responsibilities, as provided in 14 **DE Admin. Code** 1501 Salary Supplements for Educators. ~~A Teacher or Specialist Mentor~~ An Induction Coach is not eligible for and shall not be paid an additional responsibility assignment salary supplement if the ~~mentor~~ Induction Coach is assigned to an ~~Educator~~ Teacher or Specialist who, at the Employing Authority's discretion, is required to repeat year ~~one 1~~ or year ~~two 2~~ of the program or is assigned beyond year ~~two 2~~ of the program.

20 DE Reg. 718 (03/01/17)

25 DE Reg. 82 (07/01/21)

45.0 ~~17.0~~Reporting

The Department shall require and collect data used to evaluate the Approved Comprehensive Induction Programs and shall present the data to the Professional Standards Board upon request. ~~These~~ This data will include at a minimum, an assessment of the implementation of the Approved Comprehensive Induction Program and ~~mentors' and mentees'~~ compliance and delivery.

18.0 Effective Date

The effective date of this regulation shall be July 1, 2024.

8 DE Reg. 347 (08/01/04)

Renumbered effective 06/01/07 - see Conversion Table

13 DE Reg. 1260 (04/01/10)

14 DE Reg. 30 (07/01/10)

17 DE Reg. 726 (01/01/14)

20 DE Reg. 718 (03/01/17)

24 DE Reg. 146 (08/01/20)

25 DE Reg. 82 (07/01/21)

27 DE Reg. 142 (09/01/23) (Prop.)