

**DEPARTMENT OF EDUCATION  
PROFESSIONAL STANDARDS BOARD**

Statutory Authority: 14 Delaware Code, Sections 1203 and 1205(b) (14 **Del.C.** §§1203 & 1205(b))  
14 **DE Admin. Code** 1556

**FINAL**

**REGULATORY IMPLEMENTING ORDER**

**1556 School To Work Transition Teacher**

**I. SUMMARY OF THE EVIDENCE AND INFORMATION SUBMITTED**

Pursuant to 14 **Del.C.** §§1203 and 1205(b), the Professional Standards Board, acting in consultation and cooperation with the Delaware Department of Education ("Department"), developed amendments to 14 **DE Admin. Code** 1556 School To Work Transition Teacher. The regulation concerns the requirements for a School to Work Transition Teacher Standard Certificate in accordance with 14 **Del.C.** §1220. The proposed amendments include adding defined terms in Section 2.0; clarifying the requirements for issuing a School to Work Transition Teacher Standard Certificate in Section 3.0; specifying the education, knowledge, and skill requirements for obtaining a School to Work Transition Teacher Standard Certificate in Section 4.0; specifying the application requirements in Section 5.0; adding Section 6.0, which concerns the validity of a School to Work Transition Teacher Standard Certificate; adding Section 7.0, which concerns disciplinary actions; adding Section 8.0, which concerns requests for the Secretary of Education to review standard certificate applications; and adding Section 9.0, which concerns recognizing past certificates that were issued by the Department.

Notice of the proposed regulation was published in the *Register of Regulations* on July 1, 2021. The Professional Standards Board did not receive any written submittals concerning the proposed amendments.

**II. FINDINGS OF FACTS**

On September 2, 2021, the Professional Standards Board voted to propose 14 **DE Admin. Code** 1556 School to Work Transition Teacher, in the form attached hereto as Exhibit A, for adoption by the Department subject to the State Board of Education's approval.

The Department finds that the proposed amendments to the regulation are necessary to implement 14 **Del.C.** Ch. 12 and are designed to improve the quality of the Delaware educator workforce and to improve student performance. Accordingly, the Department finds that it is appropriate to amend 14 **DE Admin. Code** 1556 School to Work Transition Teacher.

**III. DECISION TO AMEND THE REGULATION**

For the foregoing reasons, the Department concludes that it is appropriate to amend 14 **DE Admin. Code** 1556 School to Work Transition Teacher subject to the State Board of Education's approval. Therefore, pursuant to 14 **Del.C.** §§1203 and 1205(b), 14 **DE Admin. Code** 1556 School to Work Transition Teacher, attached hereto as Exhibit A, is hereby amended.

**IV. TEXT AND CITATION**

The text of 14 **DE Admin. Code** 1556 School to Work Transition Teacher adopted hereby shall be in the form attached hereto as Exhibit A and said regulation shall be cited as 14 **DE Admin. Code** 1556 School to Work Transition Teacher in the *Administrative Code of Regulations* for the Department.

**V. EFFECTIVE DATE OF ORDER**

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

**IT IS SO ORDERED** the 23rd day of September, 2021.

**Department of Education**

Susan S. Bunting, Ed.D., Secretary of Education

Approved this 23rd day of September, 2021.

**State Board of Education**

Whitney Sweeney, President (Absent)	/s/ Audrey J. Noble, Ph.D.
/s/ Shawn Brittingham, Vice President	/s/ Provey Powell, Jr.
Candice Fifer (Absent)	/s/ Wali W. Rushdan, II
/s/ Vincent Lofink	

**\*Please Note: Electronic signatures ("/s/") were accepted pursuant to 6 Del.C. §12A-107(d).**

**1556 School ~~To~~ to Work Transition Teacher**

**1.0 Content**

4.1 This regulation shall apply to the issuance and retention of a Standard Certificate, School to Work Transition Teacher Standard Certificate pursuant to 14 **Del.C. §1220(a)**, ~~for School to Work Transition Teacher. This certification~~ The School to Work Transition Teacher Standard Certificate is required for grades 9 to 12 and is valid in a Middle Level school, grades 6 – 8 educators who provide employability skills training, career exploration, and counseling and support in the transition to and graduation from high school for grades 6 to 12 in Delaware public schools.

4.2 ~~Except as otherwise provided, the requirements set forth in 14 DE Admin. Code 1505 Standard Certificate, including any subsequent amendment or revision thereto, are incorporated herein by reference.~~

**14 DE Reg. 1355 (06/01/11)**

**2.0 Definitions**

2.1 ~~The definitions set forth in 14 DE Admin. Code 1505 Standard Certificate, including any subsequent amendment or revision thereto, are incorporated herein by reference.~~

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

**"Department"** means the Delaware Department of Education.

**"Educator"** means a person licensed and certified by the State 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, pursuant to rules and regulations promulgated by the Professional Standards Board and approved by the State Board of Education. The term 'educator' does not include substitute teachers.

**"Employing Authority"** means any entity which employs educators, and includes, but is not limited to, school districts, charter schools, boards of directors, and management companies.

**"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 the educator's unfitness or otherwise.

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

**"Regionally Accredited"** means educational accreditation by a regional accrediting agency that is recognized by the U.S. Secretary of Education as a reliable authority concerning the quality of education offered by the institutions of higher education it accredits, including Middle States Commission on Higher Education.

**"School to Work Transition"** means the provision of work transition training, counseling and assistance to, and support in meeting graduation requirements for public high school students.

**"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**.

**"Valid and Current License or Certificate"** means a current full or permanent certificate or license issued by another state or jurisdiction. This means the educator is fully credentialed by having met all of the requirements for full licensure or certification in another state or jurisdiction and is in good standing in that state or jurisdiction. It does not include temporary, emergency, conditional certificates of eligibility or expired certificates or licenses issued from another state or jurisdiction.

**14 DE Reg. 1355 (06/01/11)**

**3.0 Issuance of a Standard Certificate**

- 3.1 In accordance with 14 **Del.C.** §1220(a), the Department shall issue a School to Work Transition Teacher Standard Certificate ~~as a School to Work Transition Teacher~~ to an applicant who ~~has met the following~~:
- 3.1.1 Holds a valid Delaware Initial, Continuing, or Advanced License; License or a Standard or Professional Status Certificate issued by the Department prior to August 31, 2003; ~~and, 2003 and meets the requirements set forth in Section 4.0 of this regulation; or~~
- 3.1.2 Has met the requirements ~~as set forth in 14 DE Admin. Code 1505 Standard Certificate, including any subsequent amendment or revision thereto~~ for an educator's license in Delaware and presents proof of a Valid and Current License or Certificate as a school to work transition teacher issued by another state or jurisdiction.
- 3.2 Notwithstanding any provision to the contrary herein, the Department shall not act on an application for a School to Work Transition Teacher Standard Certificate if the applicant is under official investigation by any national, state, or local authority with the power to issue educator licenses or certifications. The Department shall not act where the allegations include but are not limited to conduct such as Immorality, misconduct in office, incompetence, willful neglect of duty, disloyalty, or falsification of credentials until the applicant provides evidence of the investigation's resolution.

#### **14 DE Reg. 1355 (06/01/11)**

### **4.0 Additional Prescribed Education, Knowledge, and Skill Requirements**

- 4.1 An educator must also have met the following additional education requirements:
- 4.1.1 Has completed eighteen (18) semester hours or the equivalent in course work or professional development, to include three semester hours in each of the following areas:
- 4.1.1.1 Educational Psychology, Human Growth and Development and Adolescent Psychology;
- 4.1.1.2 Tools and Techniques in Counseling;
- 4.1.1.3 Methods of Teaching School to Work Transition Students;
- 4.1.1.4 Job Development Training;
- 4.1.1.5 Career Guidance and Information; and
- 4.1.1.6 Occupational and Educational Information.
- 4.1.2 Professional development programs developed by the Jobs for Delaware Graduates (JDG) Office and approved by the Department may be substituted.
- 4.2 An educator must also have completed a minimum of two years of full time work experience in trade, business, education, social services or industry, as approved by the Department.
- 4.1 An applicant for a School to Work Transition Teacher Standard Certificate shall have satisfied one of the following education requirements:
- 4.1.1 The applicant earned a bachelor's degree from a Regionally Accredited college or university with a minimum of 30 semester hours of coursework in school to work transition education from an educator preparation program approved or recognized by the National Council for the Accreditation of Teacher Education (NCATE), the Council for the Accreditation of Educator Preparation (CAEP), or a state where the state approval body employed the appropriate standards; or
- 4.1.2 The applicant satisfactorily completed a Department-approved educator preparation program in school to work transition; or
- 4.1.3 The applicant earned a bachelor's degree from a Regionally Accredited college or university in any content area and satisfactorily completed a professional development program developed by Jobs for Delaware Graduates (JDG) and approved by the Department. The program shall include not less than 150 hours of professional development in the following areas:
- 4.1.3.1 Classroom management and student engagement;
- 4.1.3.2 Instructional practices for school to work transition programs;
- 4.1.3.3 Career coaching and student goal planning;
- 4.1.3.4 Creating and maintaining data systems and contracts for school to work transition programs; and
- 4.1.3.5 School to work curriculum and assessment.

#### **14 DE Reg. 1355 (06/01/11)**

### **5.0 Application Requirements**

- 5.1 If an applicant is applying for an Initial License, a Standard Certificate must be applied for simultaneously with the application for the Initial License, and the applicant shall also provide all required documentation for the License.

- 5.2 For an applicant who is applying for the School to Work Transition Teacher Standard Certificate under subsection 3.1.1 of this regulation, the following documentation is required in the application:
- 5.2.1 Official transcript from the applicant's Regionally Accredited college or university.
    - 5.2.1.1 Electronic transcripts may be submitted by the Employing Authority or by the applicant's Regionally Accredited college or university; or
    - 5.2.1.2 Sealed paper transcripts may be submitted.
    - 5.2.1.3 The Department will not accept copies of transcripts; and
  - 5.2.2 Documentation that the applicant completed a Department-approved professional development program developed by JDG, if applicable; and
  - 5.2.3 Additional documentation as required by the Department.
- 5.3 For an applicant who is applying for the School to Work Transition Teacher Standard Certificate under subsection 3.1.2 of this regulation, the following documentation is required in the application:
- 5.3.1 An official copy of the Valid and Current License or Certificate; and
  - 5.3.2 Additional documentation as required by the Department.

## **6.0 Validity of a Standard Certificate**

- 6.1 A School to Work Transition Teacher Standard Certificate is valid regardless of the assignment or employment status of the holder provided that the Educator's License remains current and valid.
- 6.2 A School to Work Transition Teacher Standard Certificate is not subject to renewal.

## **7.0 Disciplinary Action**

- 7.1 An Educator's School to Work Transition Teacher Standard Certificate may be revoked, suspended, or limited for cause as provided in 14 **DE Admin. Code** 1514 Limitation, Suspension, and Revocation of Licenses, Certificates, and Permits.
- 7.2 An Educator's School to Work Transition Teacher Standard Certificate shall be revoked if the Educator's Initial, Continuing, or Advanced License or Professional Status Certificate is revoked or the Educator made a materially false or misleading statement in the Educator's application in accordance with 14 **Del.C.** §1222.
- 7.3 An Educator whose certificate is noticed for disciplinary action is entitled to a full and fair hearing before the Standards Board. Hearings shall be conducted in accordance with 14 **DE Admin. Code** 1515 Hearing Procedures and Rules.

## **8.0 Secretary of Education Review**

- 8.1 The Secretary of Education may, upon the written request of a local school district or charter school, review credentials submitted in an application for a School to Work Transition Teacher Standard Certificate on an individual basis and grant such a Standard Certificate to an applicant who otherwise does not meet the requirements for a School to Work Transition Teacher Standard Certificate but whose effectiveness is documented by the local school district or charter school.
  - 8.1.1 For school districts, requests shall be approved by the superintendent of the school district.
  - 8.1.2 For charter schools, requests concerning the head of school of the charter school shall be approved by the charter school's board of directors and requests concerning all other applicants shall be approved by the charter school's head of school.

## **9.0 Past Certificate Recognized**

The Department shall recognize a School to Work Transition Teacher Standard Certificate that was issued by the Department prior to the effective date of this regulation. An Educator holding such a Standard Certificate shall be considered certified to teach school to work transition.

**9 DE Reg. 136 (07/01/05)**

**Renumbered effective 06/01/07 - see Conversion Table**

**14 DE Reg. 1355 (06/01/11)**

**25 DE Reg. 515 (11/01/21) (Final)**