

1 **R277. Education, Administration.**

2 **R277-301. Educator Licensing.**

3 **R277-301-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution Article X, Section 3, which vests general control and
6 supervision over public education in the Board;

7 (b) Subsection 53E-3-401(4), which allows the Board to make rules to execute the
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Section 53E-6-201, which gives the Board power to issue licenses.

10 (2) This rule specifies the types of licenses and license areas of concentration
11 available and the requirements and procedures for obtaining a license, required for
12 employment as a licensed educator in the public schools of Utah.

13 **R277-301-2. Definitions.**

14 (1) "Accredited school" means a public or private school that:

15 (a) meets standards essential for the operation of a quality school program; and

16 (b) has received formal approval through a regional accrediting association.

17 (2) "Comprehensive Administration of Credentials for Teachers in Utah Schools" or
18 "CACTUS" means the electronic file maintained on all licensed Utah educators including
19 information such as:

20 (a) personal directory information;

21 (b) educational background;

22 (c) endorsements;

23 (d) employment history; and

24 (e) a record of disciplinary action taken against the educator.

25 (3) "Educator preparation program" means the same as that term is defined in R277-
26 303-2.

27 (4) "Endorsement" means a designation on a license area of concentration earned
28 through demonstrating required competencies established by the Superintendent that
29 qualifies the individual to:

30 (a) provide instruction in a specific content area; or

31 (b) apply a specific set of skills in an education setting.

32 (5) "LEA" includes, for purposes of this rule, the Utah Schools for the Deaf and the
33 Blind.

34 (6)(a) "License areas of concentration" or "license area" means a designation on a
35 license of the specific educational setting or role for which the individual is qualified, to
36 include the following:

37 (i) Early Childhood;

38 (ii) Elementary;

39 (iv) Secondary;

40 (v) Educational Leadership

41 (vi) Career and Technical Education or "CTE";

42 (vii) School Counselor;

43 (viii) School Psychologist;

44 (ix) Special Education;

45 (x) Preschool Special Education;

46 (xi) Deaf Education;

47 (xii) Speech-Language Pathologist;

48 (xiii) Speech-Language Technician;

49 (xiv) School Social Worker; and

50 (xv) Communication Disorders.

51 (7) "Licensing Jurisdiction" means the designated educator licensing authority in any
52 foreign country or state of the United States of America and the Department of Defense
53 Education Activity (DoDEA).

54 (8) "Renewal" means reissuing or extending the length of a license consistent with
55 R277-500.

56 **R277-301-3. License Structure.**

57 (1) Utah educator licenses include the following licenses:

58 (a) Associate educator license;

59 (b) Professional educator license; and

60 (c) LEA-specific educator license.

61 (2) All new Utah educator licenses shall include general, content knowledge, and
62 pedagogical requirements.

63 (3) The Superintendent may only issue a single active Utah educator license to an
64 individual.

65 (4) An educator license shall include at least one area of concentration.

66 (5) License areas of concentration and endorsements shall have a designation of:

67 (a) associate;

68 (b) professional; or

69 (c) LEA-specific.

70 (6) An associate educator license may only include associate or LEA-specific license
71 areas of concentration and endorsements.

72 (7) An LEA-specific educator license may only include LEA-specific license areas
73 of concentration and endorsements.

74 (8) The Superintendent may establish deadlines and uniform forms and procedures
75 for all aspects of licensing.

76 (9) The Superintendent shall review, adopt, and establish passing standards for all
77 assessments required for educator licensing.

78 (10)(a) All licenses expire on June 30 of the year of expiration and may be renewed
79 any time after January 1 of the same year.

80 (b) Responsibility for license renewal rests solely with the licensee.

81 **R277-301-4. Associate Educator License Requirements.**

82 (1) The Superintendent shall issue an associate educator license to an individual
83 that applies for the license and that meets all requirements in this Section R277-301-4.

84 (2) An associate educator license, license area, or endorsement is valid for two
85 years.

86 (3) The Superintendent may only renew an associate educator license if:

87 (a) the individual has less than two years of experience in a Utah public or
88 accredited private school; or

89 (b) the individual is employed by a Utah public or accredited private school and the
90 employer has requested a one year extension of the license.

91 (4) The general requirements for an associate educator license shall include:

92 (a) completion of a criminal background check including review of any criminal
93 offenses and clearance in accordance with Rule R277-214;

94 (b) completion of the educator ethics review described in R277-500 within one
95 calendar year prior to the application; and

96 (c) one of the following:

97 (i) a bachelor's degree or higher from a regionally accredited institution;

98 (ii) current enrollment in a university-based Board-approved educator preparation
99 program that will result in a bachelor's degree or higher from a regionally accredited
100 institution; or

101 (iii) skill certification in a specific CTE area as established by the Superintendent.

102 (5) The content knowledge requirements for an associate educator license shall
103 include:

104 (a) for an elementary license area, passage of an elementary content knowledge
105 test, approved by the Superintendent, that distinctly measures content in:

106 (i) mathematics;

107 (ii) reading/language arts;

108 (iii) social studies; and

109 (iv) science;

110 (b) for a secondary or CTE license area with a content endorsement, one of the
111 following:

112 (i) passage of a content knowledge test approved by the Superintendent, where
113 available;

114 (ii) a bachelor's degree or higher with a major in the content area from a regionally
115 accredited university; or

- 116 (iii) enrollment in a program that will result in a degree described in Subsection
117 (5)(b)(ii); and
- 118 (c) for all other license areas, enrollment in a university-based Board-approved
119 educator preparation program.
- 120 (6) Additional requirements for an associate educator license shall include:
- 121 (a) successful completion of professional learning modules created or approved by
122 the Superintendent in:
- 123 (i) educator ethics;
 - 124 (ii) classroom management and instruction;
 - 125 (iii) basic special education law and instruction;
 - 126 (iv) the Utah Effective Teaching Standards described in R277-530; or
- 127 (b) enrollment in a university-based Board-approved educator preparation program.
- 128 (7) An individual holding a professional educator license may receive an associate
129 license area or endorsement in additional areas if all the requirements of this section are
130 met.
- 131 (8) A license applicant who has received or completed license preparation activities
132 inconsistent with this rule may present compelling information and documentation for
133 review and approval by the Superintendent to satisfy the associate educator license
134 requirements.
- 135 (9) The Superintendent shall designate a panel of at least three Board staff
136 members to review an appeal made under subsection (8).
- 137 (10) An LEA that employs an individual that holds an associate educator license
138 shall develop a personalized professional learning plan designed to support the educator
139 in meeting the requirements for a professional educator license no later than 60 days after
140 beginning work in the classroom, which shall:
- 141 (a) be provided to the Superintendent upon request;
 - 142 (b) include a formal discussion and observation process no later than 30 days after
143 beginning work in the classroom; and
 - 144 (c) consider:
 - 145 (i) previous education related experience; and

146 (ii) previous educational preparation activities.

147 (11) An educator with an associate educator license may upgrade to a professional
148 educator license at any time prior to expiration of the associate educator license if the
149 educator meets all requirements of Section R277-301-5.

150 **R277-301-5. Professional Educator License Requirements.**

151 (1) The Superintendent shall issue a professional educator license to an individual
152 that applies for the license and meets all requirements in this Section R277-301-6.

153 (2) A professional educator license, license area, or endorsement is valid for five
154 years.

155 (3) The general requirements for a professional educator license shall include:

156 (a) all general requirements for an associate educator license under Subsection
157 R277-301-5(4);

158 (b) completion of:

159 (i) a bachelor's degree or higher from a regionally accredited institution; or

160 (ii) skill certification in a specific CTE area as established by the Superintendent; and

161 (c) one of the following:

162 (i) a recommendation from a Board-approved educator preparation program; or

163 (ii) a standard educator license in the area issued by a licensing jurisdiction outside
164 of Utah that is currently valid or is renewable consistent with Section 53E-6-307.

165 (4) The content knowledge requirements for a professional educator license shall
166 include:

167 (a) all content knowledge requirements for an associate educator license under
168 Subsection R277-301-4(5); and

169 (b) demonstration of all content knowledge competencies as established by the
170 Superintendent.

171 (5) The pedagogical requirements for professional educator license shall include:

172 (a) demonstration of all pedagogical competencies as established by the
173 Superintendent; and

174 (b) when applicable to the license area, passage of a pedagogical performance
175 assessment meeting standards;

176 (i) established by the Superintendent; and

177 (ii) approved by the Board~~[, where available]~~.

178 (6) An individual holding a Utah level 1, level 2, or level 3 educator license on
179 January 1, 2020 is considered to have met the pedagogical requirements described in
180 Subsection (5).

181 (7) An individual holding a Utah level - APT educator license that is employed by a
182 Utah LEA and an individual enrolled in ARL or a university-based Board-approved educator
183 preparation program on January 1, 2020 may meet the content knowledge and pedagogical
184 requirements described in this Section R277-301-6 by completing all requirements of the
185 applicable program.

186 (8) An individual holding a Utah professional educator license and license area in
187 early childhood education, elementary, secondary, CTE, special education, or deaf
188 education is considered to have met the pedagogical performance assessment requirement
189 of Subsection (5)(b) if applying to add any of the license areas in the subsection.

190 (9) A license applicant who has received or completed license preparation activities
191 inconsistent with this rule may present compelling information and documentation for
192 review and approval or denial by the Superintendent to satisfy the professional educator
193 license requirements.

194 (10) The Superintendent shall designate a panel of at least three individuals,
195 including at least two Board licensed educators not employed by the Board, to review an
196 appeal and make a recommendation to the Superintendent for the Superintendent review
197 and decision described in Subsection (9).

198 **R277-301-6. Educator Licenses Issued by Licensing Jurisdictions Outside of Utah.**

199 (1)The Superintendent shall review applications for a Utah educator license for
200 individuals holding educator licenses issued by licensing jurisdictions outside of Utah to
201 determine if the applicant has met the requirements for a Utah license under this rule.

202 (2) The Superintendent shall accept scores from an applicant that meet the Utah
203 standard for passing on assessments from licensing jurisdictions outside of Utah that utilize
204 the same assessment as Utah as meeting the requirements of this rule.

205 (3) The Superintendent shall accept scores from an applicant on reasonably
206 equivalent content knowledge or pedagogical performance assessments utilized by
207 licensing jurisdictions outside of Utah that meet the passing standard of that jurisdiction as
208 meeting the requirements of this rule.

209 (4) The Superintendent shall accept demonstrations of content knowledge and
210 pedagogical competencies from an applicant utilized by licensing jurisdictions outside of
211 Utah that are reasonably equivalent to Utah competencies.

212 (5) Individuals with 4 or more years of successful experience in a public or
213 accredited private school under a standard license issued by another jurisdiction shall be
214 considered to have met both the content knowledge and pedagogical assessment
215 requirements in the areas and subjects taught.

216 **R277-301-7. LEA-specific Educator License Requirements**

217 (1) The Superintendent may issue an LEA-specific educator license to a candidate
218 if:

219 (a) the LEA requesting the LEA-specific educator license has an adopted policy,
220 posted on the LEA's website, which includes:

221 (i) educator preparation and support:

222 (A) as established by the LEA; and

223 (B) aligned with the Utah Effective Teaching Standards described in R277-530;

224 (ii) criteria for employing educators with an LEA-specific license; and

225 (iii) compliance with all requirements of this Rule R277-301;

226 (b) an LEA governing board applies on behalf of the the candidate

227 (c) the candidate meets all the requirements in this Section R277-301-7; and

228 (d) within the first year of employment, the LEA trains the candidate on:

229 (i) educator ethics;

230 (ii) classroom management and instruction;

- 231 (iii) basic special education law and instruction; and
232 (iv) the Utah Effective Teaching Standards described in R277-530.
- 233 (2)(a) Except as provided in Subsection (2)(b), an LEA governing board may request
234 an LEA-specific educator license for a license area described in Subsection R277-301-2(6).
- 235 (b) An LEA may not request an LEA-specific educator license for a license area in:
236 (i) Special Education; or
237 (ii) Preschool Special Education.
- 238 (3) An LEA-specific license, license area, or endorsement is valid only within the
239 requesting LEA.
- 240 (4) An LEA-specific license, license area, or endorsement is valid for one, two, or
241 three years in accordance with the LEA governing board's application.
- 242 (5) The first renewal of an LEA-specific educator license, license area, or
243 endorsement shall be approved or denied by the Board.
- 244 (6) The Board may require that subsequent renewals be approved by the Board on
245 a case by case basis.
- 246 (7) An LEA-specific license expires immediately if the educator's employment with
247 the LEA that requested the license ends.
- 248 (8) The general requirements for an LEA-specific educator license shall include:
249 (a) completion of a criminal background check including review of any criminal
250 offenses and clearance in accordance with Rule R277-214;
251 (b) completion of the educator ethics review described in Rule R277-500 within one
252 calendar year prior to the application; and
253 (c) approval of the request by the LEA governing board in a public meeting no more
254 than 60 days prior to the application, which includes the LEA's rationale for the request.
- 255 (9) The content knowledge and pedagogical requirements for an LEA-specific
256 educator license shall be established by the LEA governing board.

257 **R277-301-8. Requirements for LEAs**

- 258 (1) An LEA shall provide a mentoring program that provides a trained mentor
259 educator and annual mentoring plan:

260 (a) for educators holding an associate educator license;
261 (b) for at least two years for LEA-specific educator license holders; and
262 (c) for educators holding a professional educator license with less than three years
263 of experience.

264 (2) A trained mentor educator under Subsection (1) shall hold a professional
265 educator license and shall, where possible:

266 (a) perform substantially the same duties as the educator with release time to work
267 as a mentor; or

268 (b) be assigned as an instructional coach or equivalent position.

269 (3) A trained mentor educator under Subsection (1) shall assist the educator to meet
270 the Utah Effective Educator Standards established in Rule R277-530, but may not serve
271 as an evaluator of the educator.

272 (4) A mentoring program under Subsection (1) shall include:

273 (a) a formal professional learning plan and LEA support in meeting the requirements
274 of a professional license area; and

275 (b) if the educator holds an LEA-specific educator license, on-going training on
276 educator ethics and special education.

277 (5) An LEA school that requests LEA-specific licenses, license areas, or
278 endorsements shall prominently post the following information on each school's website:

279 (a) disclosure of the fact that the school employs individuals holding LEA-specific
280 educator licenses, license areas, or endorsements;

281 (b) the percentage of the types of licenses, license areas, and endorsements held
282 by educators employed in the school based on the employees' FTE in CACTUS; and

283 (c) a link to the Utah Educator Look-up tool provided by the Superintendent in
284 accordance with Subsection R277-515-7(6).

285 **R277-301-9. Superintendent Annual Report to the Board.**

286 The Superintendent shall annually report to the Board on licensing, including:

287 (1) educator licensing;

288 (2) educator preparation; and

289 (3) equitable distribution of teachers.

290 **R277-301-10. Effective Date.**

291 (1) This rule will be effective beginning January 1, 2020.

292 (2) This rule will supersede Rule R277-502 on January 1, 2020.

293 **KEY: professional competency, educator licensing**

294 **Date of Enactment or Last Substantive Amendment: 2018**

295 **Authorizing, and Implemented, or Interpreted Law: Art X Sec 3; 53A-6-104; 53A-1-401**

