

***CERTIFICATION STANDARDS AND PRACTICES  
ADVISORY COUNCIL MEETING***

***Friday, April 22<sup>nd</sup>, 2016***

***Board of Public Education Conference Room  
46 N Last Chance Gulch, Suite 2B  
Helena, MT***

# AGENDA

# **CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING**

**FRIDAY, APRIL 22<sup>ND</sup>, 2016**

*Board of Public Education Conference Room  
46 N Last Chance Gulch, 2<sup>nd</sup> Floor  
Helena, MT*

**Starting at 9:00 A.M.**

## **CALL TO ORDER**

- A. Call to Order – Dr. Cindy O’Dell
- B. Roll Call
- C. Statement of Public Participation
- D. Approval of the Agenda
- E. Approval of the February 3<sup>rd</sup>, 2016 Meeting Minutes

- ITEM 1 EXECUTIVE COMMITTEE REPORT –Dr. Cindy O’Dell**
- CSPAC Annual Report – Draft
  - Update on Code of Ethics Review
- ITEM 2 BOARD OF PUBLIC EDUCATION REPORT – Mr. Pete Donovan**
- ITEM 3 UPDATE ON PROPOSED STANDARDS REVISIONS FOR ART STANDARDS AND HEALTH/PE STANDARDS – Jael Prezeau, Karin Billings**
- ITEM 4 CLASS 8 EDUCATOR LICENSE APPLICATION PROCESS REVIEW – Ann Gilkey**
- ITEM 5 DATA ON APPLICATIONS FROM EDUCATORS COMPLETING OUT OF STATE EDUCATOR PREP PROGRAMS – Ann Gilkey**
- ITEM 6 PROPOSED AMENDMENTS TO EDUCATOR LICENSURE, ARM TITLE 10, CHAPTER 57 – Ann Gilkey, Dennis Parman**
- ITEM 7 EARLY CHILDHOOD EDUCATION PRESCHOOL THROUGH GRADE 3 (ECE P-3) PROGRAM PRESENTATIONS – Dr. Linda Vrooman Peterson, Dr. Julie Bullard, University of Montana, Dr. Mary Susan Fishbaugh, MSU-Billings**
- ITEM 8 PRAXIS WORKING COMMITTEE UPDATE – Dr. Linda Vrooman Peterson**
- ITEM 9 MONTANA SCORE RANGES FOR PRAXIS SUBJECT ASSESSMENTS UPDATE – Dr. Linda Vrooman Peterson**
- ITEM 10 FUTURE AGENDA ITEMS**

**PUBLIC COMMENT**

**ADJOURN**

*Agenda items are handled in the order listed on the approved agenda. Items may be rearranged unless listed "time certain". Action may be taken by the Council on any item listed on the agenda. Public comment is welcome on all items but time limits on public comment may be set at the Chair's discretion.*

*The Certification Standards and Practices Advisory Council will make reasonable accommodations for known disabilities that may interfere with an individual's ability to participate in the meeting. Individuals who require such accommodations should make requests to the Board of Public Education as soon as possible prior to the meeting start date. You may write to: Kris Stockton, PO Box 200601, Helena MT, 59620, email at: [kmstockton@mt.gov](mailto:kmstockton@mt.gov) or phone at 444-0302.*

# MINUTES

# CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING MINUTES

**WEDESDAY, FEBRUARY 3<sup>RD</sup>, 2015**

*Board of Public Education Conference Room  
46 N Last Chance Gulch, Second Floor  
Helena, MT*

## **Starting at 9:00 A.M.**

### **CALL TO ORDER**

Chair Lacey called the meeting to order at 9:00 AM.

Council members present included: Ms. Tammy Lacey, Chair; Dr. Cindy O'Dell, Vice-Chair; Mr. Kelly Elder; Ms. Noreen Burris; Ms. Debbie Hendricks; Ms. Leanne Yenny. Staff present included: Mr. Pete Donovan, Executive Director Board of Public Education; Ms. Kris Stockton, Administrative Specialist Board of Public Education. Guests present included: Ms. Shannon Koenig, OPI; Ms. Ann Gilkey, OPI; Ms. Rebecca Pelton, MACTE; Ms. Katy Wright, Helena School District; Ms. Sue Sweeney, Helena School District; Ms. Piper Lynch, Helena Public Montessori Parents; Ms. Tiffany Lyden, Helena Public Montessori Parents; Mr. Mike Miller, University of Montana Western; Dr. Matthew Schertz, University of Montana.

Superintendent Juneau arrived and thanked the Council for their work on behalf of Montana students. Chair Lacey introduced Ms. Noreen Burris, who introduced herself to the Council. Council and staff members introduced themselves to Ms. Burris. Guests also introduced themselves.

### **AGENDA APPROVAL**

*Mr. Kelly Elder moved to approve the agenda. Motion seconded by Dr. Cindy O'Dell.*

*No discussion. Motion passed unanimously.*

### **MINUTES APPROVAL**

*Ms. Debbie Hendricks moved to approve the October 2015 Minutes. Motion seconded by Ms. Leanne Yenny.*

*No discussion. Motion passed unanimously.*

### **ITEM 1 EXECUTIVE COMMITTEE REPORT – Ms. Tammy Lacey**

- **Code of Ethics Review**

Chair Lacey announced to the Council that the 5 year review cycle for reviewing the Code of Ethics is beginning this year. Mr. Elder will chair the review of the Code of Ethics by the Professional Practices Committee, with a first draft review scheduled for October 2016.

Chair Lacey announced to the Council that she has been appointed by the Governor as the next member on the Board of Public Education and will be resigning from her role on the Council effective Feb 4<sup>th</sup>, 2016 to begin her duties on the Board.

Chair Lacey asked that members review the Correspondence item in their packet.

**ITEM 2 BOARD OF PUBLIC EDUCATION REPORT – Mr. Pete Donovan**

Mr. Donovan updated the Council on the Negotiated Rulemaking committees for the Art Standards and the Health/PE Standards which met last week. Mr. Donovan reviewed the makeup of the Negotiated Rulemaking committee, the work required of them in recommending the newly revised standards to the Office of Public Instruction, and the Economic Impact Statement required by the committee which was worked on last week. Mr. Donovan discussed the meeting he attended in Bozeman last week with Deputy Superintendent Dennis Parman by invitation of the Bozeman School District to discuss the possibility of the district applying to the Board of Public Education for a Public Charter School through the Chapter 55 Accreditation Standards. Mr. Donovan explained the application process the school district will go through in their request. In addition Mr. Donovan reviewed the most recent meeting of the School Funding Interim Commission and their 10 year review of School Funding in Montana. Discussion ensued surrounding the committee and school funding.

**ITEM 3 RECOGNITION FOR LICENSURE OF A CREDENTIAL FROM A MACTE ACCREDITED TEACHER EDUCATION PROGRAM – Rebecca Pelton**

Ms. Rebecca Pelton introduced herself to the Council, reviewed her background in education, and explained the work of the Montessori Accreditation Council for Teacher Education. Ms. Pelton explained the request for Montana licensure to recognize a MACTE accredited program for Montana teacher licensure for a public Montessori program. Ms. Pelton summarized the MACTE programs and the other states that recognize the MACTE credential for education, particularly South Carolina who also requires the PRAXIS for licensure. Ms. Pelton believes that ARM 10.57.402 for Class 2 licensure could be the rule in which the MACTE accreditation could be recognized. The request is only for Montessori licensure not a public preschool.

Deputy Superintendent of Public Instruction Dennis Parman gave comment via a phone call from Washington DC regarding the request from MACTE. Mr. Parman discussed the current issue of teacher shortages in Montana and how Montessori programs fit into the issue of teacher shortage. Mr. Parman discussed how Montana not accepting alternative licensing programs from other states may be creating a broader issue. Class 5 licenses are an option for some, but not all.

Options for how this process could take place were discussed amongst the Council and with Mr. Parman.

Discussion ensued amongst the Council regarding teacher recruitment and teacher shortage.

Chair Lacey requested a letter be sent from the Council to OPI recommending OPI to begin work with MACTE to review the current rule and to see if revisions can be made to the rule to work with the requested change, and to also review other areas of licensure which may also be in need of review. An update will be given by OPI to the Council at the April meeting.

**ITEM 4 UPDATE ON P-3 LICENSURE – Shannon Koenig**

Ms. Koenig distributed a summary of the number of applications for the Early Childhood Education Endorsement and how those applications are moving through the system. A discussion ensued surrounding the new licensing requirements for new applicants, and what PRAXIS scores have been so far. Mr. Donovan and the Council thanked Ms. Koenig for the flow chart she created on how applicants move through the licensure process. Dr. O'Dell requested information and data on how easy or difficult it is for applicants from out of state to complete the licensure process in Montana. How big is the issue and where are the hang ups? Ms. Koenig will present this information to the Council at the April 2016 meeting.

**ITEM 5 PROFESSIONAL ETHICS FOR MONTANA EDUCATORS – Dr. Matthew Schertz, University of Montana**

Dr. Schertz presented to the Council a request for creating an online Professional Ethics Program. Chair Lacey asked how this could work for her, as an administrator. Dr. Schertz replied that he hopes to gather input from teachers and administrators, hold summits for teachers, and gather input for needs of American Indian Students. Dr. Schertz also believes that coaches and other school personnel could benefit from this program. Dr. Schertz is

currently working through the Montana University System with his proposal and has been granted a sabbatical for the 2016-17 academic year to research and create the program. Mr. Elder applauded his program but is concerned about getting teachers to actually take the course online. Chair Lacey summarized how this program could work and offered some suggestions. Dr. Schertz also discussed that FERPA and DPHHS Mandatory Reporting would also be included in the program, which the Council agreed were important. Dr. Schertz noted that it is important that the program be “Montana Specific”. Stakeholder involvement is important to this process.

Chair Lacey stated that the Council supports this effort and the concept. CSPAC will write a letter of support for Dr. Schertz to move forward with his program.

## **ACTION**

### **ITEM 6 APPROVE CSPAC BYLAWS**

Chair Lacey reviewed the changes made to the Bylaws.

*Mr. Kelly Elder moved to approve the CSPAC bylaws as amended. Ms. Leanne Yenny seconded the motion.*

*No discussion. Motion passed unanimously.*

## **DISCUSSION**

### **ITEM 7 FUTURE AGENDA ITEMS**

One page summary/overview of Class 8 licensure process

Licensure issue review – OPI

Update from OPI on MACTE request

Code of Ethics review

Draft Annual Report

Chair Lacey turned the gavel over to Vice Chair Dr. O’Dell and thanked the Council for her experience on the Council.

## **PUBLIC COMMENT**

Dr. O’Dell expressed her appreciation and gratitude for Ms. Lacey and thanked her for her work on the Council.

## **ADJOURN**

Meeting adjourned at 11:13 AM.

*Agenda items are handled in the order listed on the approved agenda. Items may be rearranged unless listed “time certain”. Action may be taken by the Council on any item listed on the agenda. Public comment is welcome on all items but time limits on public comment may be set at the Chair’s discretion.*

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# **CORRESPONDENCE**



# Helena Public Schools

... a great place to learn

Susan Sweeney  
Principal  
Broadwater Elementary School

900 Hollins Ave  
Helena, MT 59601  
(406) 324-1130

Feb. 4, 2016

Distinguished Members of the Certification Standards and Practices Advisory Council,

We would like to thank you for taking the time to listen to the proposal, "Recognition for Licensure of a Credential from a MACTE Accredited Teacher Education Program" by Dr. Rebecca Pelton, President of the Montessori Accreditation Council for Teacher Education (MACTE) on Feb. 3, 2016. We were very encouraged to hear that we do need to move towards a change in the Administrative Rules in Chapter 57. We were looking for guidance and we were happy to receive that from you. We appreciate your time. There are a few points that we weren't sure were clearly understood by all, so we would like to stress the importance of the following:

- Montessori Education supports growth toward all district and state learning standards in a way that supports the child's natural brain development and curiosity. In addition to traditional academic content goals, we also focus on development of the social emotional elements with our work, balancing freedom and responsibility.
- Montessori is **not** just for preschool children. Montessori classrooms are broken into developmental groups: 3-5 year olds, 6-9 year olds, and 10-12 year olds. Montessori education **does** continue through high school, but that is not in place in Montana at this time. In our public schools, Lower Elementary classrooms serve students in grades 1-3. Upper Montessori classrooms serve students in grades 4-5.
- Our request is unique from other alternative groups seeking licensure. MACTE (Montessori Accreditation Council for Teacher Education) **IS** recognized by the United States Department of Education as the only accrediting body for Montessori Teacher Education programs/institutions, which adhere to the standards, and quality principles established by MACTE.
- Our wish is that our request does not get combined with other groups seeking licensure who do not have national accreditation.

Thank you again for your time, and we look forward to working with OPI on licensure changes for MACTE accredited Montessori teachers.

Respectfully,

Susan Sweeney





**Certification Standards and  
Practices Advisory Council**

PO BOX 200601  
2500 Broadway  
Helena, Montana 59620-0601  
(406) 444-6576  
FAX (406) 444-0847

**COUNCIL MEMBERS**

**APPOINTED MEMBERS:**

February 10, 2016

Cindy O'Dell – Vice Chair  
Big Fork

Deputy Superintendent Dennis Parman  
Office of Public Instruction

Kelly Elder  
Helena

1122 11th AVE  
Helena MT 59601

LeAnne Yenny  
Bozeman

Dear Deputy Superintendent Dennis Parman:

Noreen Burris  
Billings

Sabrina Steketee  
Boulder

Debbie Hendricks  
Missoula

At the Wednesday, February 3rd, 2016 Certification Standards and Practices Advisory Council (CSPAC) meeting, the Council was presented a request by the Montessori Accreditation Council for Teacher Education (MACTE) to consider changes to Montana's teacher license rules. To that end, please consider this letter as a request for OPI to study this request, and others that are similar, to determine if rule changes are appropriate and if so, what they might be. We assume that if changes are warranted, CSPAC would become involved at that point as the rule adoption process moves forward.

**EXECUTIVE DIRECTOR:**

Pete Donovan

Please find the enclosed information that was provided to CSPAC by MACTE.

Additionally, CSPAC requests a response to this request at or before its next meeting which is scheduled for April 22, 2015 as an indicator of the next steps OPI anticipates in this process.

Sincerely,

A handwritten signature in black ink that reads "Pete Donovan".

Pete Donovan

Executive Director

Board of Public Education and CSPAC

*Advisory Council to the  
Montana Board of Public Education*



## Certification Standards and Practices Advisory Council

PO BOX 200601  
2500 Broadway  
Helena, Montana 59620-0601  
(406) 444-6576  
FAX (406) 444-0847

### COUNCIL MEMBERS

### APPOINTED MEMBERS:

February 10, 2016

Cindy O'Dell – Vice Chair  
Big Fork

Kelly Elder  
Helena

LeAnne Yenny  
Bozeman

Noreen Burris  
Billings

Sabrina Steketee  
Boulder

Debbie Hendricks  
Missoula

### EXECUTIVE DIRECTOR:

Pete Donovan

Dr. Matthew Schertz  
University of Montana  
Phyllis J Washington College of Education  
Missoula, MT 59812

Dear Dr. Schertz:

Thank you for presenting to the Wednesday February 3, 2016 Certification Standards and Practices Advisory Council (CSPAC) meeting regarding your proposed sabbatical endeavor. As a result of your proposal, CSPAC offers the following:

CSPAC supports the concept of assisting educators in dealing effectively with the ethical dilemmas they face day in and day out.

CSPAC supports the concept of an on-line course or professional development module that aligns with the Professional Educators of Montana Code of Ethics.

CSPAC supports the development of an on-line course or professional development module that is available to current and aspiring educators.

CSPAC wishes you luck as you pursue this endeavor with other stakeholder groups. We look forward to seeing the end result of your sabbatical year.

Sincerely,

A handwritten signature in black ink that reads "Pete Donovan".

Pete Donovan  
Executive Director  
Board of Public Education/CSPAC

## **CALL TO ORDER**

- **Call to Order – Dr. Cindy O’Dell**
- **Roll Call**
- **Statement of Public Participation**
- **Approval of the Agenda**
- **Approval of the February 3<sup>rd</sup>, 2016 Meeting Minutes**

## **ITEM 1**

### **EXECUTIVE COMMITTEE REPORT**

- **CSPAC Annual Report - Draft**
- **Update on Code of Ethics Review**

**Dr. Cindy O'Dell**

2015  
Annual Report  
of the  
Montana Certification  
Standards and Practices  
Advisory Council



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## *Mission Statement*

*The mission of the Certification Standards and Practices Advisory Council is to study and to make recommendations to the Board of Public Education on certification issues concerning teachers, administrators and specialists; professional standards and ethical conduct; the status and efficacy of approved teacher education programs in Montana; and policies related to the denial, suspension and revocation of educator certification and the appeals process.*

*The Certification Standards and Practices Advisory Council will submit a report to the Board of Public Education with recommendations for the above areas at least once annually.*

# *Professional Educators of Montana Code of Ethics*

Professional educators recognize and accept their responsibility to create learning environments to help all students reach their full potential. They understand the trust and confidence placed in them by students, families, colleagues, and the community. To achieve their professional purpose, educators strive to maintain the highest ethical standards. The Professional Educators of Montana Code of Ethics sets out these fundamental principles which guide their behavior and will be used to judge their actions.

## *Principle I. Commitment to Students and Families. The ethical educator:*

Makes the well-being of students the foundation of all decisions and actions.

Promotes a spirit of inquiry, creativity, and high expectations.

Assures just and equitable treatment of every student.

Protects students when their learning or well-being is threatened by the unsafe, incompetent, unethical or illegal practice of any person.

Keeps information confidential that has been obtained in the course of professional service, unless disclosure serves a compelling purpose in the best interest of students, or is required by law.

Respects the roles, responsibilities and rights, of students, parents and guardians.

Maintains appropriate educator-student relationship boundaries in all respects, including speech, print, and digital communications.

## *Principle II. Commitment to the Profession. The ethical educator:*

Fulfills professional obligations with diligence and integrity.

Demonstrates continued professional growth, collaboration and accountability.

Respects the roles, responsibilities, and rights of colleagues, support personnel, and supervisors.

Contributes to the development of the profession's body of knowledge.

Manages information, including data, with honesty.

Teaches without distortion, bias, or prejudice.

Represents professional qualifications accurately.

## *Principle III. Commitment to the Community. The ethical educator:*

Models the principles of citizenship in a democratic society.

Understands and respects diversity.

Protects the civil and human rights of students and colleagues.

Assumes responsibility for personal actions.

Demonstrates good stewardship of public resources.

Exemplifies a positive, active role in school-community relations.

Adheres to the terms of contracts, district policies and procedures, and relevant statutes and regulations.

***Adopted by the Certification Standards and Practices Advisory Council January 27, 2012***

# Certification Standards and Practices Advisory Council

## Term Expires

6/01/17	Cindy O'Dell Chair Post Secondary Ed cindy_odell@skc.edu	21121 Montana HWY 35 Bigfork, MT 59911	W 275-4752 H 499-0101 F 275-4808
6/01/18	Kelly Elder Teacher K-8 kelder@hsd1.org	620 N Davis Helena, MT 59601	W 324-2799 C 461-1995 F 324-2801
6/01/17	Noreen Burris K-12 Specialist nburris2727@hotmail.com	2721 Terrace Dr Billings, MT 59102	W 281-6802 H 248-5932 C 698-7632
6/01/18	Sabrina Steketee Trustee sabrina@gopantherz.com	PO Box 566 Boulder, MT 59632	H 225-3428 W 616-396-7575
6/01/18	Debbie Hendricks Teacher 9-12 dahendricks@mcps.k12.mt.us	2610 Sky Dr Missoula, MT 59804	W 728-2400 x6641 C 240-6546
6/01/17	LeAnne Yenny Teacher K-8 leanne.yenny@gmail.com	3880 Equestrian Ln. Bozeman, MT 59718	H 581-2845
06/01/19	Dr. Robert Watson Administrator robert.watson@bsd7.org	213 Clifden Dr Bozeman, MT 59718	H 570-4135 W 522-6001

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## STAFF

Pete Donovan Executive Director pdonovan@mt.gov	Office 444-0300 Fax 444-0847 Cell 459-8813
Kris Stockton BPE Administrative Assistant kmstockton@mt.gov	Office 444-0302 Fax 444-0847 Cell 459-7729
Julie Balsam Administrative Assistant jbalsam@mt.gov	Office 444-6576 Fax 444-0847

# CSPAC Goals – 2015-2016

- 1) Study and make recommendations to the Board of Public Education on the status and efficacy of approved teacher educator programs in Montana.
  - a. Participate in CAEP/Montana accreditation reviews.
  - b. Professional Educator Preparation Program Standards update recommended to BPE by CSPAC on a 5-year review cycle. *\*currently under review*
  - c. Continue to work with OPI to encourage the implementation of mentor programs across Montana to facilitate the induction of beginning teachers into the profession of teaching. *\*ongoing*
  
- 2) Study and make recommendations to the Board of Public Education in the area of licensure renewal requirements and procedures.
  - a. Review of Chapter 57. *\*Completed July 2014*
  - b. As funding permits, attend the following conferences: Western States Certification, National Association of State Directors of Teacher Education and Certification, and National Commission on Teaching and America's Future.
  - c. Meet annually with the Board of Public Education and with the Council of Deans of Postsecondary Education. *\*BPE+CSPAC July 2015, Council of Deans+CSPAC October 2015*
  
- 3) Study and make recommendations to the Board of Public Education on policies related to the denial, suspension, and revocation of teachers' licenses and the appeals process.
  - a. Attend NASDTEC Professional Practices Institute.
  - b. Work with OPI Licensure staff on updates of Administrative Rules.
  
- 4) Study and make recommendations to the Board of Public Education regarding establishing standards of professional practices and ethical conduct.
  - a. Work with OPI to develop a framework for professional development based on best practices. *\*Completed October 2015*
  - b. As funding permits, attend NASDTEC Professional Practices Institute.
  - c. 5 year review of the Professional Educators of Montana Code of Ethics (To begin January 2016). *\*Currently under review*
  - d. CSPAC will study the process utilized in Montana for reviewing cases of suspension, revocation and denial of educator licensure.

- 5) Study and make recommendations to the Board of Public Education on the status and efficacy of alternative and/or nontraditional teacher preparation opportunities.
- a. Complete semi-annual reviews of Class 8 Dual Credit-Only Post Secondary Faculty License applications. \*Completed October 2015
  - b. Gather information about diploma mills and find ways to inform teachers of this and other forms of fraud.
  - c. Continue the awareness that issues such as distance learning, dual enrollment, alternative certification models, etc. are multi-faceted and inter-related concepts that cannot be viewed in isolation from one another.
  - d. Continued involvement in the implementation of Graduation Matters Montana and Montana Content standards. \*Completed April 2016

**Other CSPAC Activities:**

CSPAC to monitor any teacher licensure issues that may emerge from the implementation of distance learning programs (Montana Digital Academy).

CSPAC to participate in the School Staffing Project to develop a new state data system to track school staffing patterns in Montana.

Solicit input from the Board of Public Education regarding research priorities for CSPAC for 2015-2016.

# Highlights of the 2015-2016 CSPAC Meetings

## **Highlights of the July 15<sup>th</sup>, 2015 CSPAC Meeting State Capitol Building Room 317 Helena, MT**

On Wednesday July 15<sup>th</sup>, 2015, the Certification Standards and Practices Advisory Council met at the State Capitol for their regularly scheduled meeting. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Tammy Lacey, School Administrator, Great Falls; Vice Chair, Dr. Cindy O'Dell, Department head, Education Department, Salish Kootenai College; Mr. Kelly Elder, Teacher, Helena, Ms. Leanne Yenny, Teacher, Bozeman, Ms. Debbie Hendricks, 9-12 Teacher, Hellgate High School Missoula; Ms. Sabrina Steketee, Trustee, Boulder. Ms. Jo Dell Beeler, K-12 Specialist, excused.

Meeting attendees included: Ms. Shannon Koenig, OPI; Ms. Ann Gilkey, OPI; Dr. Linda Vrooman Peterson, OPI; Dr. Julie Bullard, UM Western; Mr. Mike Miller, UM Western; Mr. Bob Vogel, Montana School Boards Association; Mr. Steve Meloy, Montana School Boards Association; Dr. Christine Lux, Montana State University Bozeman; Mr. Robert Miller, UM Western; Ms. Melanie Charlson, MEA-MFT; Ms. Diane Burke, MTPEC; Dr. Mary Susan Fishbaugh, Montana State University Billings. Also present were BPE Executive Director Mr. Pete Donovan, BPE Administrative Assistant Ms. Kris Stockton, and Administrative Assistant Ms. Julie Balsam.

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### **CSPAC Meeting July 15<sup>th</sup>, 2015**

#### **Executive Committee Report**

Chair Lacey announced that Mr. Kelly Elder was reappointed to a second term and introduced new members Ms. Debbie Hendricks and Ms. Sabrina Steketee. The Council passed unanimously both the re-elections of Ms. Tammy Lacey as Chair, and Dr. Cindy O'Dell as Vice Chair. The council accepted new committee appointments, reviewed their goals, set the annual calendar of meetings, and reviewed the Annual Report to be presented to the Board of Public Education.

#### **Board of Public Education Report/Executive Director's Report**

Mr. Donovan thanked Chair Lacey for her attendance at the May 7<sup>th</sup>, 2015 Board of Public Education meeting and thanked her for her service to CSPAC as well as being a mentor for Superintendent Sorensen at the MSDB. Mr. Donovan introduced Julie Balsam as the new part-time administrative assistant to the Board and reviewed the hiring process. Mr. Donovan discussed a few topics to be covered at the Board of Public Education meeting the next day.

### **New Curricular Programs in Early Childhood Education Preschool Through Grade 3 (ECE P-3) Program Presentations**

Dr. Linda Vrooman Peterson reviewed the process for the new Early Childhood Programs and introduced each program presented to the council. Dr. Mary Susan Fishbaugh reviewed MSU-Billings' program for Early Childhood Education and discussed the new Bachelor and graduate programs. Dr. Julie Bullard introduced existing and new Early Childhood programs at UM Western. Dr. Cindy O'Dell introduced the new ECE P-3 program for Salish Kootenai College and reviewed the process SKC went through for approval and accreditation. Dr. Christine Lux reviewed the ECE Consortium and the new ECE major and minor programs being developed at MSU-Bozeman.

### **Update Report on Montana Assessment for Content Knowledge and OPI Score Ranges for Praxis II Content Tests**

Dr. Linda Vrooman Peterson reviewed the state testing requirements for teachers to be Highly Qualified in their content area as well as how the test is developed and administered.

### **NASDTEC Conference Update**

Ms. Ann Gilkey updated the Council on the NASDTEC conference attended by herself and Ms. Shannon Koenig from OPI in June. Ms. Gilkey discussed mentoring and induction programs, tiered licensure, growth plans for educators for licensure renewal, the National Code of Ethics, and a new Educator Lookup. Ms. Gilkey also reviewed an ETS session the following day which she attended.

### **Review of Proposed Amendments to ARM Title 10, Chapter 57 Educator Licensure**

Ms. Shannon Koenig reviewed the proposed changes to ARM Title 10 Chapter 57 for the Council and explained the changes. The Council reviewed each change by section and asked questions and voiced concerns with proposed changes, in particular, concerns from Dr. O'Dell regarding the waiver in 10.57.412(4)(c). A motion to approve the amendment with language stricken in 10.57.412(4)(c) failed. The proposed amendments were then passed as proposed with one Council member dissenting.

### **Class 8 License Applications**

Chair Lacey requested one change per the changes requested at the April CSPAC meeting. Dr. O'Dell requested one wording change.

### **Future Agenda Items**

Class 8 License applications; update on reauthorization of ESEA; review of By Laws.

**Highlights of the October 1<sup>st</sup>, 2015 CSPAC Meeting**  
**University of Montana**  
**Phyllis J Washington Education Center Room #241**  
**Missoula, MT**

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on Thursday October 1<sup>st</sup>, 2015 in a joint meeting with the Council of Deans on the campus of the University of Montana Missoula. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Tammy Lacey, School Administrator, Great Falls; Vice Chair, Dr. Cindy O'Dell, Department head, Education Department, Salish Kootenai College; Ms. Debbie Hendricks, Teacher, Missoula, Mr. Kelly Elder, Teacher, Helena, Ms. Sabrina Steketee, Trustee, Boulder, Ms. Leanne Yenny, Teacher, Bozeman.

Meeting attendees included: Dr. Linda Peterson, OPI; Ms. Shannon Koenig, OPI; Mr. Mike Miller, University of Montana Western; Mr. Marco Ferro, MEA-MFT; Mr. Steve York, OPI. Also present were BPE Executive Director Mr. Pete Donovan and BPE Administrative Assistant Ms. Kris Stockton.

\*\*\*\*\*

**CSPAC Meeting**  
**October 1<sup>st</sup>, 2015**

**Executive Committee Report**

The Council reviewed the revisions to the Bylaws, suggested a few minor updates, and forwarded the Bylaws to the February meeting for approval.

**Board of Public Education Report/Executive Director's Report**

Mr. Donovan discussed the opening on the Council due to Ms. JoDell Beeler needing to resign from her position on the Council as the K-12 Specialist. Other items of review included the School Funding Interim Commission, SB345 which requires a Negotiated Rulemaking Committee for any new accreditation standards, which are currently underway for Health and PE Standards, as well as the Art Standards.

**Update on Reauthorization of the Elementary and Secondary Education Act**

Dr. Linda Peterson, OPI, updated the Council on the status of the Reauthorization of the ESEA as it currently stands. Two bills have been presented, one from the House and one from the Senate. Dr. Peterson reviewed the differences in the two bills and stated that the main concern is that if no consensus can be made, the reauthorization may be delayed until the end of the 2016 election cycle.

**Update on Montana EPAS**

Dr. Peterson then updated the Council on the Montana EPAS process, where the project is to date, work that remains unfinished, upcoming trainings and deadlines. In addition, Mr. Steve York discussed how other states have created their process and tied teacher evaluations to student performance, which Montana chose not to do. Input was also heard from Mr. Marco Ferro, MEA-MFT.

### **Update on HB 374 – Suicide Prevention and Training Act**

Mr. Steve York presented to the Council work completed to date by OPI and stakeholders as required by the passage of HB 374 – Suicide Prevention and Training Act. Mr. York displayed a draft website that is being designed for schools to use to aid in Suicide Prevention Training.

### **OPI Teacher Licensure Report**

Ms. Shannon Koenig distributed a report to the Council displaying the number of applications for licensure from January 2015 to date, and the total number of licenses issued. The Council discussed the report and perceptions on the ease or difficulty of obtaining teacher licensure in Montana. Chair Lacey asked for this to be an annual report to the Council at the Winter meeting.

### **Class 8 License Applications**

The Council reviewed five applications for Class 8 Licensure. Three applications were fully approved, two applications were approved with the caveat that the applicants complete Indian Education for All training.

### **Joint CSPAC/Council of Deans Meeting October 1<sup>st</sup>, 2015**

CSPAC met with the Council of Deans of Postsecondary Education on the afternoon of October 1<sup>st</sup>, 2015 for the annual CSPAC Joint CoD meeting. The meeting highlighted two areas of discussion: 1) MCDE review of 2014-15 which included: Educator Preparation Programs response to Federal Regulations, a PRAXIS II Working Committee; and Early Childhood Education Preschool through Grade 3 programs; and 2) MCDE Emphasis for 2015-16 which included: an Ad Hoc Committee created to address requirements of CAEP Standard 4 and PEPPS Standard 10.58.314, the Montana-EPAS Educator Preparation Provider Cohort, and a continuation of the PRAXIS II Working Committee.

**Highlights of the February 3<sup>rd</sup>, 2016 CSPAC Meeting**  
**Board of Public Education Conference Room**  
**46 N Last Chance Gulch**  
**Helena, MT**

On Wednesday February 3<sup>rd</sup>, 2016, the Certification Standards and Practices Advisory Council met at the Board of Public Education Conference Room for their regularly scheduled meeting. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Tammy Lacey, School Administrator, Great Falls; Vice Chair, Dr. Cindy O'Dell, Department head, Education Department, Salish Kootenai College; Ms. Debbie Hendricks, Teacher, Missoula; Mr. Kelly Elder, Teacher, Helena; Ms. Sabrina Steketee, Trustee, Boulder; Ms. Noreen Burris, K-12 Specialist, Billings; Ms. Leanne Yenny, Teacher, Bozeman.

Meeting attendees included: Ms. Ann Gilkey, OPI; Ms. Shannon Koenig, OPI; Ms. Rebecca Pelton, MACTE; Ms. Katy Wright, Helena School District; Ms. Sue Sweeney, Helena School District; Ms. Piper Lynch, Helena Public Montessori Parents; Ms. Tiffany Lynden, Helena Public Montessori Parents; Mr. Mike Miller, University of Montana Western; Dr. Matthew Schertz, University of Montana Missoula. Also present were BPE Executive Director Mr. Pete Donovan and Administrative Assistant Ms. Kris Stockton.

\*\*\*\*\*

**CSPAC Meeting**  
**February 3<sup>rd</sup>, 2016**

**Executive Committee Report**

Chair Lacey discussed with the Council that the 5 year review cycle of the Code of Ethics begins this year. Chair Lacey asked Mr. Elder to chair the Professional Practices Committees review of the code with an initial draft scheduled for October 2016. Chair Lacey then announced her appointment to the Board of Public Education and that this will be her last CSPAC meeting.

**Board of Public Education Report/Executive Director's Report**

Mr. Donovan reviewed the meetings of the Negotiated Rulemaking Committees for the Art Standards and the Health and PE Standards, as well as the ongoing work of the School Funding Interim Commission. Mr. Donovan reported on a public meeting he attended in Bozeman regarding the possibility of an application to the Board of Public Education for a public charter school under the Chapter 55 Accreditation Standards.

**Recognition for Licensure of a Credential from a MACTE Accredited Teacher Education Program**

Ms. Rebecca Pelton from the Montessori Accreditation Council for Teacher Education presented a request to the Council to explore the possibility of revising Montana Teacher Licensure rules to create a certification for licensure specifically for teachers in Montessori programs. The Council requested the Office of Public Instruction to work with MACTE and report back to the Council.

**Update on P-3 Licensure**

Ms. Shannon Koenig from the Office of Public Instruction presented a summary to the Council on the number of applications received for P-3 licensure in Montana since the creation of the new endorsement for licensure.

**Professional Ethics for Montana Educators**

Dr. Schertz from the University of Montana-Missoula presented to the Council his current project to create an online Professional Ethics program for teachers. Dr. Schertz has received Montana University System approval for a sabbatical for the 2016-17 academic year and will be working on his project during the year. He asked for the Council's support of his project. The Council agreed to do so and wrote a letter of support to Dr. Schertz.

**Approve CSPAC Bylaws**

The CSPAC Bylaws, as revised in October 2015, were approved unanimously by the Council.

## **Professional Educators of Montana Code of Ethics**

Professional educators recognize and accept their responsibility to create learning environments to help all students reach their full potential. They understand the trust and confidence placed in them by students, families, colleagues, and the community. To achieve their professional purpose, educators strive to maintain the highest ethical standards. The Professional Educators of Montana Code of Ethics sets out these fundamental principles which guide their behavior and will be used to judge their actions.

*Principle I. Commitment to Students and Families. The ethical educator:*

- A. Makes the well-being of students the foundation of all decisions and actions.
- B. Promotes a spirit of inquiry, creativity, and high expectations.
- C. Assures just and equitable treatment of every student.
- D. Protects students when their learning or well-being is threatened by the unsafe, incompetent, unethical or illegal practice of any person.
- E. Keeps information confidential that has been obtained in the course of professional service, unless disclosure serves a compelling purpose in the best interest of students, or is required by law.
- F. Respects the roles, responsibilities and rights, of students, parents and guardians.
- G. Maintains appropriate educator-student relationship boundaries in all respects, including speech, print, and digital communications.

*Principle II. Commitment to the Profession. The ethical educator:*

- A. Fulfills professional obligations with diligence and integrity.
- B. Demonstrates continued professional growth, collaboration and accountability.
- C. Respects the roles, responsibilities, and rights of colleagues, support personnel, and supervisors.
- D. Contributes to the development of the profession's body of knowledge.
- E. Manages information, including data, with honesty.
- F. Teaches without distortion, bias, or prejudice.
- G. Represents professional qualifications accurately.

*Principle III. Commitment to the Community. The ethical educator:*

- A. Models the principles of citizenship in a democratic society.
- B. Understands and respects diversity.
- C. Protects the civil and human rights of students and colleagues.
- D. Assumes responsibility for personal actions.
- E. Demonstrates good stewardship of public resources.
- F. Exemplifies a positive, active role in school-community relations.
- G. Adheres to the terms of contracts, district policies and procedures, and relevant statutes and regulations.

***Adopted by the Certification Standards and Practices Advisory Council January 27, 2012***

**ITEM 2**

**BOARD OF PUBLIC EDUCATION REPORT**

**Mr. Pete Donovan**

**ITEM 3**

**UPDATE ON PROPOSED STANDARDS**  
**REVISIONS FOR ART STANDARDS AND HEALTH**  
**STANDARDS**

**Jael Prezeau**  
**Karin Billings**

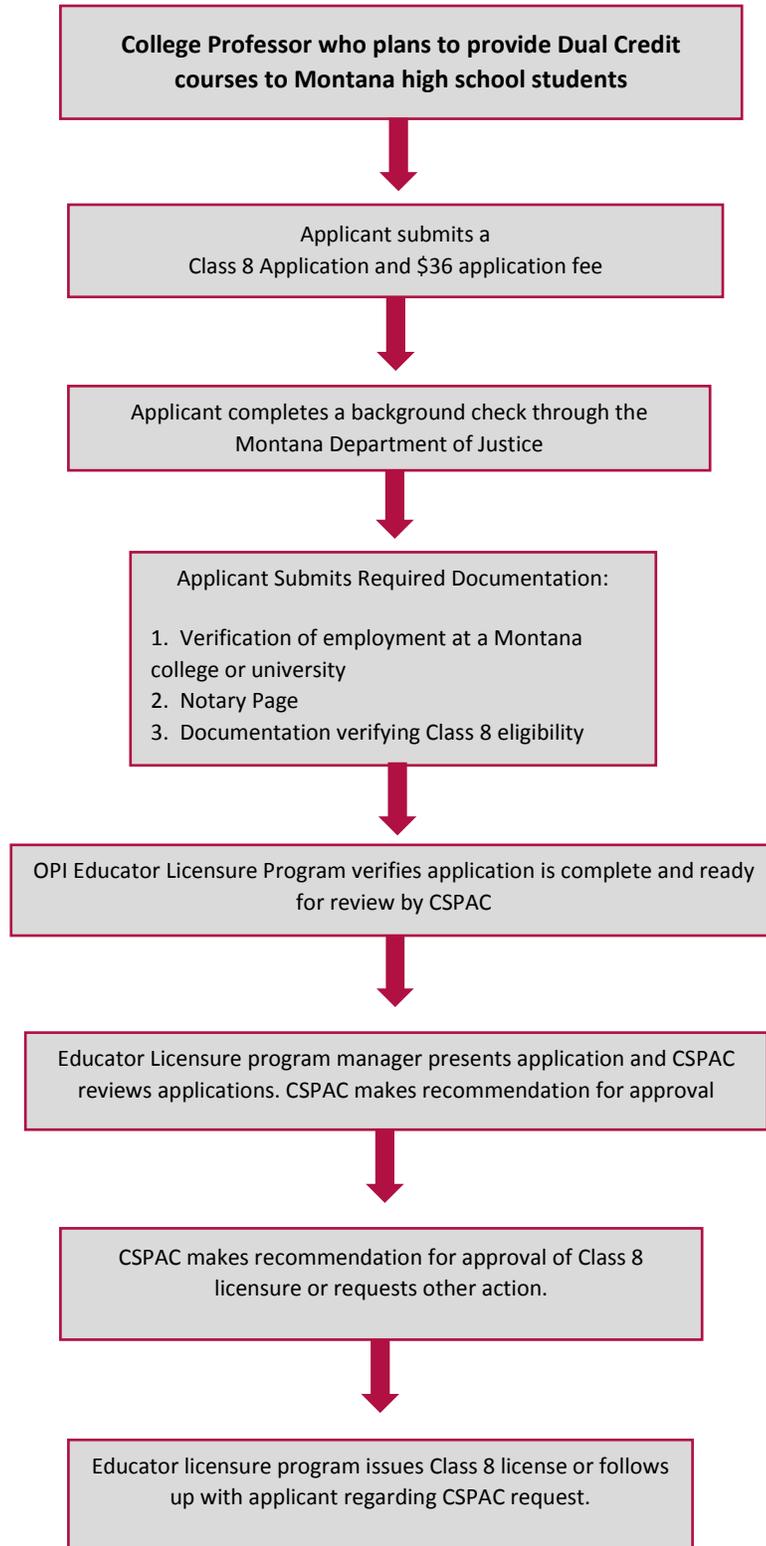
**ITEM 4**

**CLASS 8 EDUCATOR LICENSE APPLICATION**  
**PROCESS REVIEW**

**Ann Gilkey**



## Montana Class 8 Dual Credit Application Process



**ITEM 5**

**DATA ON APPLICATIONS FROM EDUCATORS  
COMPLETING OUT OF STATE EDUCATOR PREP  
PROGRAMS**

**Ann Gilkey**

## Applications from Educators who completed Out-of-State Educator Preparation Programs in CY 2015

License Class	Total number of applications	Number Issued Licensure	Number Denied	Number who did not complete application
Class 1	158	119 (17 Class 5)	6	33
Class 2	359	313 (31 Class 5)	5	41
Class 3	54	43 (8 Class 5)	1	10
Class 6	30	26 (3 Class 5)	0	4

### Notes:

\*\*For those teachers who received Class 5 licenses rather than full Class 1, 2, 3, or 6 licensure—this means their program did not meet Montana’s standards for full licensure and they agreed to complete an educator preparation program that does meet our standards. It will be interesting to see how many of them actually do complete a program within the 3 years of Class 5 licensure.

\*\*For those who started the application process but did not complete their application so it could be evaluated—the primary reason this happens is because they find out they will not meet Montana’s standards for licensure and they choose not to finish the process.

\*\*I did not report on out of state applicants who are applying for Class 5 licensure. Many out of state applicants that completed an alternative program may have been routed to Class 5 licensure through the online system application wizards, but there is no way for me to access that data.

\*\*One final note: these numbers do not take into account the significant number of out of state teachers who contact the licensure program to discuss licensure requirements for Montana. Once they find out they will not qualify for licensure due to completion of an alternative educator preparation program, many teachers do not apply for Montana licensure at all.

**ITEM 6**

**PROPOSED AMENDMENTS TO EDUCATOR  
LICENSURE, ARM TITLE 10, CHAPTER 57**

**Ann Gilkey**

BOARD OF PUBLIC EDUCATION

CHAPTER 57

EDUCATOR LICENSURE

Subchapter 1

General Information

- Rule 10.57.101 Review of Policy
- 10.57.102 Definitions
- 10.57.103 Grades (REPEALED)
- 10.57.104 Student Teaching/Supervised Practice (REPEALED)
- 10.57.105 Certification of Non-Citizens (REPEALED)
- 10.57.106 Life Certificates (REPEALED)
- 10.57.107 Emergency Authorization of Employment
- 10.57.108 Substitute Teaching (REPEALED)
- 10.57.109 Unusual Cases
- 10.57.110 Area of Permissive Specialized Competency (REPEALED)
- Rule 10.57.111 reserved
- 10.57.112 License of Exchange Teachers
- 10.57.113 Substitute Teachers (TRANSFERRED)

Subchapter 2

Issuance of Licenses

- Rule 10.57.201 General Provisions to Issue Licenses
- 10.57.201A Criminal History Background Check
- 10.57.202 Approved Programs (REPEALED)
- 10.57.203 Training Evaluation (REPEALED)
- 10.57.204 Experience Verification

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- Rule 10.57.205 Conversion Program Secondary to Elementary (REPEALED)
- 10.57.206 Equivalency (REPEALED)
- 10.57.207 Correspondence Extension and Inservice Credits (REPEALED)
- 10.57.208 Reinstatement (REPEALED)
- 10.57.209 Extension of Licenses for Military Service
- 10.57.210 Health Examination (REPEALED)
- 10.57.211 Test for Certification (REPEALED)
- 10.57.211A Educator Recruitment (REPEALED)
- 10.57.212 Minimum Scores on Test of Basic Skills (REPEALED)
- 10.57.213 Reporting of Denial of Initial Certification, of Reinstatement or of  
Renewal of Certification (REPEALED)
- Rule 10.57.214 reserved
- 10.57.215 Renewal Requirements
- 10.57.216 Approved Renewal Activity
- 10.57.217 Appeal Process for Renewal Activity
- 10.57.218 Renewal Unit Verification
- 10.57.219 Conversion From Renewal Credits to Renewal Units  
(REPEALED)
- 10.57.220 Recency of Credit (REPEALED)

Subchapter 3

General Endorsement Areas

- Rule 10.57.301 Endorsement Information
- 10.57.302 Computer Endorsement Review Committee (REPEALED)

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ADMINISTRATIVE RULES OF MONTANA  
EDUCATOR LICENSURE

Subchapter 4

Classes of Licensure

- Rule 10.57.401 Class 1 Professional Teaching Certificate (REPEALED)
- 10.57.402 Class 2 Standard Teaching Certificate (REPEALED)
- 10.57.403 Class 3 Administrative Certificate (REPEALED)
- 10.57.404 Class 4 Vocational Certificate (REPEALED)
- 10.57.405 Class 5 Provisional Certificate (REPEALED)
- 10.57.406 Class 6 Specialist Certificate (REPEALED)
- 10.57.407 Class 7 American Indian Language and Culture Specialist  
(TRANSFERRED)
- Rules 10.57.408 and 10.57.409 reserved
- 10.57.410 Class 2 Standard Teacher's License
- 10.57.411 Class 1 Professional Teacher's License
- 10.57.412 Class 1 and 2 Endorsements
- 10.57.413 Class 3 Administrative License
- 10.57.414 Class 3 Administrative License - Superintendent Endorsement
- 10.57.415 Class 3 Administrative License - Elementary Principal  
Endorsement
- 10.57.416 Class 3 Administrative License - Secondary Principal  
Endorsement
- 10.57.417 Class 3 Administrative License - K-12 Principal Endorsement
- 10.57.418 Class 3 Administrative License - Supervisor Endorsement
- 10.57.419 Class 3 Administrative License - Special Education Supervisor  
Endorsement
- 10.57.420 Class 4 Career and Technical Education License

10.57.421 Class 4 Endorsements

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- Rule 10.57.422 Class 4B Career and Vocational/Technical Education License  
(REPEALED)
- 10.57.423 Class 4C Career and Vocational/Technical Education License  
(REPEALED)
- 10.57.424 Class 5 Provisional License
- 10.57.425 Class 5 Provisional License - Elementary Level
- 10.57.426 Class 5 Provisional License - Secondary, K-12, and P-12  
Special Education Levels
- 10.57.427 Class 5 Provisional License - Superintendent Endorsement
- 10.57.428 Class 5 Provisional License - Elementary Principal  
Endorsement
- 10.57.429 Class 5 Provisional License - Secondary Principal Endorsement
- 10.57.430 Class 5 Provisional License - K-12 Principal Endorsement
- 10.57.431 Class 5 Provisional License - Supervisor Endorsement
- 10.57.432 Class 5 Provisional License - Specialist Endorsement
- 10.57.433 Class 6 Specialist License
- 10.57.434 Class 6 Specialist License - School Psychologist
- 10.57.435 Class 6 Specialist License - School Counselor
- 10.57.436 Class 7 American Indian Language and Culture Specialist
- 10.57.437 Class 8 Dual Credit Postsecondary Faculty License
- 10.57.438 Class 8 Dual Credit Postsecondary Faculty License  
Endorsements

Subchapter 5

Ancillary Services

- Rule 10.57.501 Social Workers, Nurses, and Speech and Hearing Therapists



Subchapter 7

Procedures for Hearing Appeals From Decisions Denying  
Issuance or Renewal of Teacher Certificates

- Rule 10.57.701    Appeal From Denial of a Teacher, Specialist or Administrator  
Certificate (TRANSFERRED)
- 10.57.702    Considerations Governing Acceptance of Appeal in Cases  
Arising Under 20-4-104(1)(c), MCA (TRANSFERRED)
- 10.57.703    Hearing on Appeal (TRANSFERRED)

Subchapter 8

Substantial and Material Nonperformance

- Rule 10.57.801    Substantial and Material Nonperformance (TRANSFERRED)

## Subchapter 1

## General Information

10.57.101 REVIEW OF POLICY (1) By authority of Article X of the Montana Constitution and 20-4-102, MCA, the Board of Public Education exercises general supervision over the public school system and such other public educational institutions as may be assigned by law. By authority of 20-4-102, MCA, the Board of Public Education adopts rules for the issuance of educator licenses which are administered by the Superintendent of Public Instruction.

(2) The board shall consider recommendations for revision of the rules at any time it deems necessary. Every five years the board shall conduct a comprehensive review of its licensure rules to ensure that such rules are meeting the needs of the state. (History: 20-4-102, MCA; IMP, 20-4-102, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 1986 MAR p. 1305, Eff. 8/1/86; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.102 DEFINITIONS The following definitions apply to this chapter.

(1) "Acceptable evidence" means relevant official transcripts, university recommendation, certificates of completion, and other documentation as required by the Board of Public Education or the Superintendent of Public Instruction.

(2) "Accredited educator preparation program" means:

(a) an educator preparation program accredited by the National Council for the Accreditation of Teacher Education (NCATE) or the Council for the Accreditation of Educator Preparation (CAEP); or

(b) an educator preparation program at a regionally accredited college or university approved or accredited by a state board of education or a state agency. The Superintendent of Public Instruction has discretion to deny licensure consistent with these rules if the standards are not substantially equivalent to or greater than the standards required in Montana, subject to approval by the Board of Public Education upon appeal of the denial.

(3) "Accredited specialist program" means:

(a) for school psychologists, a program accredited by the National Association of School Psychologists (NASP); and

(b) for school counselors, a program for the preparation of specialists approved or accredited by:

(i) the Council for the Accreditation of Counseling and Related Education Programs (CACREP); or

(ii) a state board of public education or a state agency. The Superintendent of Public Instruction has discretion to deny licensure consistent with these rules if the standards are not substantially equivalent to or greater than the standards required

in Montana, subject to approval by the Board of Public Education upon appeal of the denial.

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10.57.102                      BOARD OF PUBLIC EDUCATION

(4) "Appropriate grade level(s)" means early childhood, elementary, middle, secondary, or other levels as defined by the Board of Public Education.

(5) "Appropriate official" means the Superintendent of Public Instruction, the dean of the school of education or another official designated by them.

(6) "Certification" means licensure of an educator/specialist, as issued by the state of Montana, based on completion of a teacher, administrator, or specialist program of an accredited college or university. Certification includes grade level(s), endorsement(s), and classification.

(7) "College credit" means credit received for completion of a course from a regionally accredited college or university.

(8) "Endorsement" means an official indication on a license of the grade level(s), subject area(s), or specialist program area(s) as listed in Subchapter 4 for which the licensee is authorized to practice in Montana accredited schools. Grade levels are:

- (a) age 3 - grade 3 (early childhood);
  - (b) K-8 (elementary);
  - (c) 4-8 (middle grades);
  - (d) 5-12 (secondary, content-specific);
  - (e) K-12 (as delineated in ARM 10.57.412); and
  - (f) P-12 (special education and school psychologist).
- (9) "Lapsed license" means:

- (a) the licensee has not earned the required number of renewal units during the term of the license; or
- (b) the licensee has earned the required number of renewal units during the term of the license but has not renewed the license by June 30 following the year of expiration.

(10) "License" or "licensure" means a certificate issued or applied for under 20-4-101, et seq., MCA.

(11) "Regionally accredited" means a college or university accredited by one of the following:

- (a) Middle States Association of Schools and Colleges;
- (b) New England Association of Schools and Colleges;
- (c) North Central Association of Schools and Colleges;
- (d) Northwest Commission on Colleges and Universities;
- (e) Southern Association of Schools and Colleges; or
- (f) Western Association of Schools and Colleges.

(12) "Supervised teaching experience" means teaching experience while under the supervision of an accredited professional educator preparation program and is identified on a college or university transcript as field experience, internship, practicum, or student teaching.

**Comment [GA1]:** General middle grades endorsement isn't offered in MT. We are getting applications for content specific middle grades – which we have to deny.

(13) "Year of administrative experience" means employment at any level within a state accredited P-12 school system, or in an educational institution specified in 20-9-707, MCA, as a licensed administrator of at least .5 full-time employee (FTE) ~~for at least 1080 hours or 180 school days or a 1.0 FTE for at least 540 hours or 90 school days during a school year.~~ Experience gained prior to eligibility for initial licensure is not considered. Experience as a County Superintendent may be considered as "administrative" experience with evidence of the following:

(a) possession of a Class 3 license for the time period requested to be considered as administrative experience; and

(b) the school(s) they are claiming to hold or have held supervisory responsibilities over have provided notice that the county superintendent served in an administrative role.

(14) "Year of teaching experience" means employment at any level within a state accredited P-12 school system, or in an educational institution specified in 20-9-707, MCA, as licensed instructional staff of at least .5 FTE during a school fiscal year ~~for at least 1080 hours or 180 school days or a 1.0 FTE for at least 540 hours or 90 school days.~~ Experience gained prior to eligibility for initial licensure is not considered. (History: 20-4-102, MCA; IMP, 20-4-106, MCA; ARM Pub. 11/25/77; AMD, 1978 MAR p. 1488, Eff. 10/27/78; AMD, 1980 MAR p. 2645, Eff. 9/26/80; AMD, 1982 MAR p. 379, Eff. 2/26/82; AMD, 1983 MAR p. 220, Eff. 3/18/83; AMD, 1987 MAR p. 591, Eff. 5/14/87; AMD, 1988 MAR p. 1812, Eff. 8/12/88; AMD, 1992 MAR p. 230, Eff. 3/1/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2005 MAR p. 916, Eff. 6/17/05; AMD, 2008 MAR p. 2050, Eff. 9/26/08; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

**Comment [GA2]:** Hours are too difficult to calculate and aren't useful.

**Comment [GA3]:** We are interested in actual licensure, not "eligibility."

**Comment [GA4]:** Same as above.

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10.57.103 BOARD OF PUBLIC EDUCATION

10.57.103 GRADES (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-102, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 1995 MAR p. 628, Eff. 4/28/95; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.104 STUDENT TEACHING/SUPERVISED PRACTICE (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-102, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2005 MAR p. 916, Eff. 6/17/05; REP, 2009 MAR p. 345, Eff. 3/27/09.)

10.57.105 CERTIFICATION OF NON-CITIZENS (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-203, MCA; Eff. 4/21/75; ARM Pub. 11/15/77; AMD, 1980 MAR p. 2645, Eff. 9/26/80; REP, 1982 MAR p. 379, Eff. 2/26/82.)

10.57.106 LIFE CERTIFICATES (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-203, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 1984 MAR p. 1472, Eff. 9/1/85; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.107 EMERGENCY AUTHORIZATION OF EMPLOYMENT (1) In accordance with 20-4-111, MCA, district administrators who have exhausted all possibilities for hiring a licensed teacher may request that the Superintendent of Public Instruction issue an emergency authorization of employment to the district to employ a person to teach. The following requirements must be met to ensure consideration of the request:

(a) The request must originate with the school district.  
 (b) The position must have been advertised at least statewide far enough in advance to reasonably enable qualified applicants to submit applications and be.

(c) The individual for whom the emergency authorization is being sought shall not be currently ~~licensed or eligible for a license~~ endorsed in the area of requested authorization and shall:

(i) have previously held a teacher or specialist license;  
 (ii) ~~hold a bachelor's degree related to the area for which the emergency authorization of employment is being sought;~~ or  
 (iii) ~~(ii)~~ provide acceptable evidence of academic qualifications and or significant experience related to the area for which the emergency authorization of employment is being sought.

(d) ~~The individual for whom the emergency authorization is being sought shall not have held a Class 5 license within the year preceding the year for which emergency authorization of employment is being sought.~~

(2) An emergency authorization of employment is valid for one year. (History: 20-4-102, MCA; IMP, 20-4-111, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 1990 MAR p. 1547, Eff. 8/17/90; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1997 MAR p. 312, Eff. 2/11/97; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.108 SUBSTITUTE TEACHING (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-102, MCA; Eff. 4/13/76; ARM Pub. 11/25/77; AMD, 1978 MAR p. 1491, Eff. 10/27/78; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.109 UNUSUAL CASES (1) The Board of Public Education is aware ~~that~~ these licensure rules cannot cover all the special circumstances that can arise. Therefore, the Superintendent of Public Instruction is authorized to exercise judgment in unusual cases and report any such actions to the Board of Public Education on a regular basis. (History: 20-4-102, MCA; IMP, 20-4-102, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

**Comment [GA5]:** We'd rather have a licensed teacher needing endorsement than someone totally unlicensed.

**Comment [GA6]:** It has been suggested that this whole rule be repealed.

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10.57.110 BOARD OF PUBLIC EDUCATION

10.57.110 AREA OF PERMISSIVE SPECIALIZED COMPETENCY  
(REPEALED) (History: 20-4-102, MCA; IMP, 20-4-103, MCA; NEW, 1994 MAR p. 954, Eff. 4/15/94; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; REP, 2009 MAR p. 345, Eff. 3/27/09.)

Rule 10.57.111 reserved

10.57.112 LICENSE OF EXCHANGE TEACHERS (1) An exchange teacher is a person from outside the United States with exceptional expertise and contracted to provide instruction.

(2) A Class 5 license may be issued to an educator who is on an exchange program with a school district or university. (History: 20-4-102, MCA; IMP, 20-4-103, MCA; NEW, 1983 MAR p. 601, Eff. 5/27/83; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.113 SUBSTITUTE TEACHERS (TRANSFERRED) (History: 20-4-102, MCA; IMP, 20-4-102, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD & TRANS, 2003 MAR p. 554, Eff. 3/28/03.)



~~\_\_\_\_\_ (6) Applicants for an initial Montana Class 4 license may be licensed as Class 4A, 4B, or 4C depending on the level of education and extent of training as required under ARM 10.57.420 and 10.57.421.~~

**Comment [GA11]:** (6) – (9) just refer to subchapter (4)

~~\_\_\_\_\_ (7) Applicants for an initial Montana Class 5 license who meet the requirements of ARM 10.57.424 and the relevant section(s) of ARM 10.57.425 through 10.57.432 may be licensed as appropriate.~~

~~\_\_\_\_\_ (8) Applicants for an initial Montana Class 7 license who meet the requirements of ARM 10.57.436 may be licensed as appropriate.~~

~~\_\_\_\_\_ (9) Applicants for an initial Montana Class 8 license who meet the requirements of ARM 10.57.437 and 10.57.438 may be licensed as appropriate.~~

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10.57.201A                      BOARD OF PUBLIC EDUCATION

~~(10) All applicants must meet all other nonacademic requirements for licensure in Montana pursuant to 20-4-104, MCA. (History: 20-4-102, MCA; IMP, 20-4-103, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2004 MAR p. 2910, Eff. 12/3/04; AMD, 2005 MAR p. 916, Eff. 6/17/05; AMD, 2008 MAR p. 2050, Eff. 9/26/08; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)~~

10.57.201A CRIMINAL HISTORY BACKGROUND CHECK (1) The National Child Protection Act of 1993, as amended, (codified at 42 United States Code sections 5119a and 5119c) (the "Act") authorizes a state and national criminal history background check to determine the fitness of an employee, volunteer, or other person with unsupervised access to children, the elderly, or individuals with disabilities. The purpose of this rule is to support the Superintendent of Public Instruction's duty to determine whether an applicant for licensure has been convicted of a crime that bears upon the applicant's fitness related to the safety and well-being of children and the integrity of the teaching profession.

(2) Each of the following applicants shall provide to the Montana Department of Justice information and material sufficient to obtain a fingerprint-based national criminal history background check:

- (a) any applicant for initial Montana educator licensure;
- (b) any applicant seeking to reinstate a lapsed, surrendered, revoked, or suspended educator license; or
- (c) an individual for whom a school district is seeking emergency authorization of employment pursuant to 20-4-110, MCA, and ARM 10.57.107.

(3) Neither the Superintendent of Public Instruction nor the Board of Public Education shall bear the costs of the background check.

(4) The Superintendent of Public Instruction shall not issue a Montana educator license pursuant to 20-4-101, et seq., MCA, until the applicant's background check has been completed and the results delivered to and reviewed by the Superintendent of Public Instruction.

(5) To initiate the criminal history background check process, the applicant must submit a set of fingerprints on the appropriate form to the Montana Department of Justice **for the purpose of licensure. Criminal background checks submitted for other purposes will not be accepted for licensure.**

**Comment [GA12]:** Clarifies DoJ requirements on fingerprint background checks







(c) other professional development activities offered by providers who have not been approved as a renewal unit provider pursuant to ARM 10.57.216, when licensees have received approval for the professional development activity from the Superintendent of Public Instruction **or submit acceptable evidence of the professional development activity with their application for renewal;**

(d) another state's validated professional development activities other than college or university credit when the intent and structure of the process ensures the meeting or exceeding of Montana renewal unit requirements for licensure;

(e) the instruction of a relevant college or university course, based upon the academic credit of the course, by a Montana licensee who has achieved a graduate degree in an endorsed field of specialization; or

(f) verification of completing the National Board Certification (NBC) process through the National Board of Professional Teaching Standards or successfully achieving and renewing NBC licensure shall result in 60 renewal units. NBC renewal units may apply to renewal of an expiring license.

**Comment [GA15]:** Must get approval for CEU credit *before* submitting renewal application.

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10.57.216                      BOARD OF PUBLIC EDUCATION

(5) The licensee shall be solely responsible for retaining the renewal unit verification to be used in the application for license renewal. (History: 20-2-121, 20-4-102, MCA; IMP, 20-4-102, 20-4-108, MCA; NEW, 1992 MAR p. 230, Eff. 3/1/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1997 MAR p. 1188, Eff. 7/8/97; AMD, 1998 MAR p. 1919, Eff. 7/17/98; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2004 MAR p. 2910, Eff. 12/3/04; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.216 APPROVED RENEWAL ACTIVITY (1) Organizations wishing to offer professional development activities for the award of renewal units must receive approval from the Superintendent of Public Instruction prior to offering activities. Status as an approved provider will continue as long as the provider is in compliance with (2).

(2) Approved providers of professional development for the award of renewal units must:

(a) provide activities deemed appropriate for professional development of licensees in compliance with ARM 10.55.714 and 10.57.215;

(b) prepare and award completed renewal unit certificates provided by the Superintendent of Public Instruction, or an approved facsimile, to eligible participants;

(c) annually report the activities offered to the Superintendent of Public Instruction, including:

(i) the activity title and brief description;

(ii) date(s) and location(s) of the program; and

(iii) program schedule, name, and number of participants; and

(d) maintain records of all professional development activities for which renewal unit awards are made for five years following the date of completion of the annual reporting requirement.



10.57.220 RECENCY OF CREDIT (REPEALED) (History: 20-4-102, 20-4-103, MCA; IMP, 20-4-102, 20-4-103, 20-4-106, MCA; NEW, 1992 MAR p. 795, Eff. 4/17/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1998 MAR p. 2753, Eff. 7/17/98; AMD, 2000 MAR p. 1511, Eff. 6/16/00; AMD, 2003 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; REP, 2009 MAR p. 345, Eff. 3/27/09.)

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EDUCATOR LICENSURE 10.57.302

### Subchapter 3

#### General Endorsement Areas

10.57.301 ENDORSEMENT INFORMATION (1) The only endorsements on Montana teaching, administrative, or specialist licenses are those approved by the Board of Public Education.

(2) An endorsement may be granted by the Superintendent of Public Instruction based on the program of study completed as verified by the appropriate official defined in ARM 10.57.102.

(3) An endorsement may be dropped from a license at the end of its valid term if licensure requirements pursuant to these rules are met. (History: 20-4-102, MCA; IMP, 20-4-103, 20-4-106, MCA; Eff. 4/21/75; AMD, Eff. 7/12/76; AMD, Eff. 9/14/76; ARM Pub. 11/25/77; AMD, 1978 MAR p. 1489, Eff. 10/27/78; AMD, 1980 MAR p. 2645, Eff. 9/26/80; AMD, 1985 MAR p. 1396, Eff. 9/27/85; AMD, 1986 MAR p. 1902, Eff. 11/15/86; AMD, 1988 MAR p. 52, Eff. 1/15/88; AMD, 1989 MAR p. 662, Eff. 5/26/89; AMD, 1991 MAR p. 299, Eff. 3/15/91; AMD, 1991 MAR p. 300, Eff. 3/15/91; AMD, 1994 MAR p. 1690, Eff. 6/24/94; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1996 MAR p. 1835, Eff. 6/21/96; AMD, 1998 MAR p. 347, Eff. 1/30/98; AMD, 1998 MAR p. 1922, Eff. 7/17/98; AMD, 1998 MAR p. 1923, Eff. 7/17/98; AMD, 2000 MAR p. 1511, Eff. 6/16/00; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2004 MAR p. 2910, Eff. 12/3/04; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.302 COMPUTER ENDORSEMENT REVIEW COMMITTEE  
(REPEALED) (History: 20-4-102, MCA; IMP, 20-4-103, MCA; NEW, 1991 MAR p. 300, Eff. 3/15/91; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

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Subchapter 4

Classes of Licensure

10.57.401 CLASS 1 PROFESSIONAL TEACHING CERTIFICATE  
(REPEALED) (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 1979 MAR p. 158, Eff. 2/16/79; AMD, 1987 MAR p. 591, Eff. 5/15/87; AMD, 1990 MAR p. 725, Eff. 4/13/90; AMD, 1991 MAR p. 1552, Eff. 3/15/91; AMD, 1992 MAR p. 230, Eff. 3/1/92; AMD, 1992 MAR p. 795, Eff. 4/17/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1998 MAR p. 1924, Eff. 7/17/98; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.402 CLASS 2 STANDARD TEACHING CERTIFICATE (REPEALED)  
(History: 20-2-121, 20-4-102, MCA; IMP, 20-4-102, 20-4-103, 20-4-106, 20-4-108, MCA; Eff. 4/21/75; AMD, 1978 MAR p. 1490, Eff. 10/27/78; AMD, 1981 MAR p. 845, Eff. 8/14/81; AMD, 1983 MAR p. 990, Eff. 7/29/83; AMD, 1985 MAR p. 112, Eff. 2/1/85; AMD, 1987 MAR p. 591, Eff. 5/15/87; AMD, 1989 MAR p. 662, Eff. 5/26/89; AMD, 1992 Mar p. 230, Eff. 3/1/92; AMD, 1992 MAR p. 795, Eff. 4/17/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.403 CLASS 3 ADMINISTRATIVE CERTIFICATE (REPEALED)  
(History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; Eff. 4/21/75; AMD, 1978 MAR p. 1490, Eff. 10/27/78; AMD, 1980 MAR p. 2645, Eff. 9/26/80; AMD, 1981 MAR

p. 419, Eff. 5/1/81; AMD, 1985 MAR p. 46, Eff. 2/1/85; AMD, 1986 MAR p. 1306, Eff. 8/1/86; AMD, 1987 MAR p. 591, Eff. 5/15/87; AMD, 1988 MAR p. 52, Eff. 1/15/88; AMD, 1989 MAR p. 2050, Eff. 12/8/89; AMD, 1991 MAR p. 1552, Eff. 3/15/91; AMD, 1991 MAR p. 1487, Eff. 8/16/91; AMD, 1992 MAR p. 230, Eff. 3/1/92; AMD, 1992 MAR p. 795, Eff. 4/17/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1995 MAR p. 2802, Eff. 12/22/95; AMD, 1998 MAR p. 1925, Eff. 7/17/98; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.404 CLASS 4 VOCATIONAL CERTIFICATE (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; Eff. 6/9/75; ARM Pub. 11/25/77; AMD, 1980 MAR p. 2645, Eff. 9/26/80; AMD, 1992 MAR p. 230, Eff. 3/1/92; AMD, 1993 MAR p. 940, Eff. 5/14/93; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1998 MAR p. 934, Eff. 4/17/98; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.405 CLASS 5 PROVISIONAL CERTIFICATE (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; Eff. 4/21/75; AMD, Eff. 4/13/76; ARM Pub. 11/25/77; AMD, 1978 MAR p. 1490, Eff. 10/27/78; AMD, 1980 MAR p. 2645, Eff. 9/26/80; AMD, 1982 MAR p. 380, Eff. 2/26/82; AMD, 1984 MAR p. 828, Eff. 5/18/84; AMD, 1985 MAR p. 46, Eff. 2/1/85; AMD, 1986 MAR p. 1306, Eff. 8/1/86; AMD, 1992 MAR p. 1474, Eff. 7/17/92; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1995 MAR p. 2802, Eff. 12/22/95; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

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10.57.406 BOARD OF PUBLIC EDUCATION

10.57.406 CLASS 6 SPECIALIST CERTIFICATE (REPEALED) (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 1995 MAR p. 628, Eff. 4/28/95; AMD, 1998 MAR p. 1926, Eff. 7/17/98; REP, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.407 CLASS 7 AMERICAN INDIAN LANGUAGE AND CULTURE SPECIALIST (TRANSFERRED) (History: 20-4-102, MCA; IMP, 20-4-103, 20-4-106, MCA; NEW, 1995 MAR p. 2803, Eff. 12/22/95; TRANS to ARM 10.57.436, 2002 MAR p. 3309, Eff. 11/28/02.)

Rules 10.57.408 and 10.57.409 reserved

10.57.410 CLASS 2 STANDARD TEACHER'S LICENSE (1) A Class 2 standard teacher's license shall be valid for a term of five years.

(2) To obtain a Class 2 standard teacher's license an applicant must submit verification of all of the following:

- (a) a bachelor's degree from a regionally accredited college or university;
- (b) completion of an accredited professional educator preparation program including appropriate supervised teaching experience as the terms are defined in ARM 10.57.102; and
- (c) qualification for one or more endorsement as outlined in ARM 10.57.412;

or

(d) a current license from the National Board for Professional Teaching



endorsement must be in areas approved for endorsement by the Board of Public Education.

(2) Areas approved for endorsement on Class 1 and 2 licenses include the following: agriculture, art K-12, biology, business and information technology education, chemistry, communication, computer science K-12, early childhood (age 3 to grade 3), earth science, economics, elementary education (K-8), English, English as a second language K-12, family and consumer sciences, geography, health, **health enhancement and physical education** K-12, history, industrial trades and technology education, journalism, library K-12, ~~marketing~~, mathematics, middle grades (4-8), music K-12, physical education K-12, **physical education (K-8)**, **physical education (5-12)**, physics, political science, psychology, reading K-12, school counseling K-12, science (broadfield), social studies (broadfield), sociology, special education P-12, **special education P-12 autism, special education P-12 hearing impairment, special education P-12 vision impairment**, theater, traffic education, and world languages K-12.

(3) Permissive special competencies identified on an educator license may be retained as long as the licensee continues to renew the license.

(4) To obtain an elementary (K-8), early childhood (age 3 to grade 3), or middle grades (4-8) endorsement, an applicant must provide verification of completion of an accredited teacher education program in those areas to include supervised teaching experience or a waiver of this requirement if the applicant has previously had supervised teaching experience.

(5) To obtain a secondary (5-12) or K-12 endorsement other than special education, the applicant must provide verification of:

(a) completion of an ~~NCATE or CAEP~~ accredited professional educator preparation program at the grade level(s) identified by the program, including supervised teaching experience, or a waiver of this requirement **on the University Recommendation if the applicant has previously had supervised teaching experience related to an endorsement**; or

(b) ~~for those applicants completing an educator preparation program at a regionally accredited college or university approved or accredited by a state board of education or a state agency:~~

~~(i) 30 semester credits in an approved major and 20 semester credits in an approved minor; or~~

~~(ii) 40 semester credits in an extended major; and~~

~~(iii) supervised teaching experience~~ **completion of an educator preparation program, current out-of-state educator license, and five years of teaching experience as defined in 10.57.102 documented by a recommendation from a state accredited P-12 school employer.**

**Comment [GA21]:** Out-of-state programs don't have health "enhancement" causing confusion and application errors.

**Comment [GA22]:** This belongs in Class 4 endorsements.

**Comment [GA23]:** These are the typical out-of-state PE endorsements

**Comment [GA24]:** We see these specialized SPED endorsements from out-of-state applicants. MSDB has requested the endorsement as necessary to their school accreditation.

**Comment [GA25]:** "accredited prof ed prep program definition in 102 includes NCATE, CAEP, and EPPS in (b).

**Comment [GA26]:** Clarification of the waiver option.

**Comment [GA27]:** EPPS require many differing #s of credits for successful completion of their program. Their recommendation to OPI, under (5)(a) above, is standards based, so with the UR, we trust that the applicant has met the program standards. Counting credits is not helpful in ensuring quality educators.

**Comment [GA28]:** Consistent with amendment to 410.

(6) To obtain an endorsement in special education P-12, the applicant must

provide verification of:

- (a) completion of an NCATE or CAEP accredited professional educator preparation program; or
- (b) completion of a state-approved special education P-12 professional educator preparation program from a regionally accredited college or university; and
- (c) supervised teaching experience or a waiver of this requirement if the applicant has previously had supervised teaching experience.

(7) Applicant must also submit a recommendation for any endorsement requested from the appropriate official from an accredited professional educator program.

(8) Applicants who have completed accredited professional educator preparation programs outside of Montana and hold endorsements in specific disability areas (for example, early childhood special education, autism, hearing impaired) in another state may not qualify for a special education P-12 endorsement in autism, hearing and vision upon verification of program completion and proof of a minimum score on the PRAXIS II applicable to the special education endorsement.

**Comment [GA29]:** Will require PRAXIS for SPED endorsements

(9) Applicants with graduate degrees in an endorsable area may use experience instructing in relevant college or university courses as credit in that endorsement area for licensure. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2012 MAR p. 1038, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15; AMD, 2015 MAR p. 2091, Eff. 11/26/15.)

**10.57.413 CLASS 3 ADMINISTRATIVE LICENSE** (1) A Class 3 administrative license shall be valid for a period of five years.

(2) Appropriate administrative areas which may be approved for license endorsement are: elementary principal, secondary principal, K-12 principal, K-12 superintendent, and supervisor.

(3) To obtain a Class 3 administrative license, except pursuant to ARM 10.57.419, an applicant must be eligible for an appropriately endorsed Class 1, or 2, or 5 license to teach in the school(s) in which the applicant would be an administrator or would supervise, or be currently licensed in another state as an administrator with the same level of licensure and five years of successful administrative experience as defined in 10.57.102, documented by a recommendation from a state accredited P-12 school employer, and qualify as set forth in ARM 10.57.414 through 10.57.418.

**Comment [GA30]:** Changes this throughout because Class 5 should not be a qualifying option.

**Comment [GA31]:** This will allow comparably licensed out-of-state administrator to be licensed.

(4) A Class 3 administrative license shall be renewable pursuant to the requirements of ARM 10.57.215.

(5) A lapsed Class 3 administrative license may be reinstated by showing verification of 60 renewal units earned during the five-year period preceding the date of application for the new license. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 978, Eff. 5/9/03; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

**10.57.414 CLASS 3 ADMINISTRATIVE LICENSE – SUPERINTENDENT ENDORSEMENT** (1) To obtain a superintendent endorsement an applicant must provide verification of all of the following:

- (a) an education specialist, master's, or doctoral degree **from a regionally accredited college or university** in education or education leadership;
- (b) completion of an accredited professional educator preparation program as defined in ARM 10.57.102 for superintendents;
- (c) a minimum of 18 semester graduate credits in a school administrator preparation program, of which 12 must be beyond the master's degree in education leadership and include three credits in each of the following:
  - (i) Montana school law;
  - (ii) Montana school finance; and
  - (iii) Montana collective bargaining and employment law;
- (d) a minimum of three years of teaching experience as an appropriately licensed teacher **or specialist**;
- (e) licensure and endorsement as a principal (P-12); and
- (f) a minimum of one year of administrative experience as an appropriately licensed principal or one year of a supervised Board of Public Education approved administrative internship as a superintendent.

**Comment [GA32]:** Clarifying current requirement

(2) Applicant must also submit a recommendation for the endorsement requested from the appropriate official from an accredited **professional educator administrator** program. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

**Comment [GA33]:** Previous changes addressed requirement that counselors needed classroom teacher experience

**10.57.415 CLASS 3 ADMINISTRATIVE LICENSE – ELEMENTARY PRINCIPAL ENDORSEMENT** (1) To obtain an elementary principal endorsement an applicant must provide verification of:

- (a) a minimum of three years of experience as an appropriately licensed and assigned **Class 1 or 2** teacher at the elementary level;
- (b) a master's degree in educational leadership from an accredited professional educator preparation program as defined in ARM 10.57.102 or a master's degree related to education **from a regionally accredited college or university**;
- (c) completion of an accredited professional educator preparation program as defined in ARM 10.57.102 for elementary principals;
- (d) completion of three semester credits of college courses in Montana school law, including special education law; and
- (e) recommendation for the endorsement from the appropriate official from an accredited professional **educator administrator** program. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

**Comment [KS34]:** Not all states have Class 1 or 2

10.57.416 CLASS 3 ADMINISTRATIVE LICENSE – SECONDARY PRINCIPAL ENDORSEMENT (1) To obtain a secondary principal endorsement an applicant must provide verification of:

(a) a minimum of three years of experience as an appropriately licensed and assigned Class 1 or 2 teacher at the secondary level;

(b) a master's degree in educational leadership from an accredited professional educator preparation program as defined in ARM 10.57.102 or a master's degree related to education from a regionally accredited college or university;

(c) completion of an accredited professional educator preparation program as defined in ARM 10.57.102 for secondary principals;

(d) completion of three semester credits of college courses in Montana school law, including special education law; and

(e) recommendation for the endorsement from the appropriate official from an accredited professional educator administrator program. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

**Comment [KS35]:** Not all states have class 1 or 2 licenses

10.57.417 CLASS 3 ADMINISTRATIVE LICENSE – K-12 PRINCIPAL ENDORSEMENT (1) To obtain a K-12 principal endorsement an applicant must provide verification of:

(a) a master's degree in educational leadership from an accredited professional educator preparation program as defined in ARM 10.57.102 or a master's degree related to education from a regionally accredited college or university;

(b) completion of an accredited educator preparation program for K-12 principals;

(c) a minimum of three years of experience as an appropriately licensed and assigned Class 1 or 2 teacher;

(d) completion of three semester credits of college courses in Montana school law, including special education law; and

(e) recommendation for the endorsement from the appropriate official from an accredited professional educator administrator program. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

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ADMINISTRATIVE RULES OF MONTANA  
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10.57.419

10.57.418 CLASS 3 ADMINISTRATIVE LICENSE – SUPERVISOR

ENDORSEMENT (1) This administrative endorsement is issued in specific fields such as math, music, and school counseling. This endorsement may be issued to applicants who submit verification:

(a) of completion of a master's degree in the area requested for endorsement at a regionally accredited college or university;

(b) that the applicant meets eligibility requirements for a Class 1 or Class 2 teaching license endorsed in the field of specialization;

(c) of three years of experience as an appropriately licensed and assigned teacher;

(d) of completion of a supervised practicum/internship at an accredited professional educator preparation program; and

(e) of recommendation for the endorsement from the appropriate official from an accredited professional educator supervisor program. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.419 CLASS 3 ADMINISTRATIVE LICENSE – SPECIAL EDUCATION

SUPERVISOR ENDORSEMENT (1) This administrative endorsement is issued in the specific field of special education. This endorsement may be issued to applicants who submit verification of:

(a) completion, at a regionally accredited college or university, of a master's degree in special education or a master's degree in the following special education-related service fields: school psychologist, speech-language pathologist, audiologist, physical therapist, occupational therapist, registered nurse, clinical social worker, or clinical professional counselor;

(b) full licensure in the field of specialization;

(c) three years of experience in an accredited school setting as an appropriately licensed and assigned teacher, or five years of experience in an accredited school setting as a fully licensed and assigned related services provider;

(d) three semester credits in special education law; and

(e) a supervised practicum/internship from an accredited special education supervisor program in an accredited professional educator preparation program; and

an accredited professional educator preparation special education supervisor program.

(History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

Comment [GA36]: clarification

10.57.420 CLASS 4 CAREER AND TECHNICAL EDUCATION LICENSE

- (1) A Class 4 license is specific to career and technical education, **and Montessori certification**, and shall be valid for a period of five years.
- (2) There are three types of Class 4 licenses:
- (a) A Class 4A license issued to individuals holding a valid Montana teaching license, but without an appropriate career and technical education endorsement;
- (b) A Class 4B license issued to individuals with at least a bachelor's degree **from a regionally accredited college or university**, but who do not hold a valid Montana teaching license with the appropriate career and technical education endorsement; and
- (c) A Class 4C license issued to individuals who hold at least a high school diploma or high school equivalency diploma and meet the minimum requirements for endorsement.
- (3) To obtain a Class 4 career and technical educator license an applicant must meet the requirements of (2)(a), (b), or (c) above and qualify for one or more endorsements as outlined in ARM 10.57.421.
- (4) A Class 4 license shall be renewable pursuant to the requirements of ARM 10.57.215 and the requirements specific to each type of Class 4 license.
- (a) Class 4A licenses shall be renewable by earning 60 renewal units. Endorsement related technical studies may be accepted. The first renewal must show evidence of renewal units earned in the following content areas:
- (i) curriculum and instruction in career and technical education; and
- (ii) safety and teacher liability.
- (b) Class 4B or 4C licenses shall be renewable by earning 60 renewal units. The first renewal must show evidence of renewal units earned in the following content areas:
- (i) curriculum and instruction in career and technical education; and
- (ii) safety and teacher liability.
- (c) Other professional development appropriate to renew a Class 4B or 4C license includes the following:
- (i) principles and/or philosophy of career and technical education;
- (ii) curriculum and instruction in career and technical education;
- (iii) learning styles/teaching styles; including serving students with special needs;
- (iv) safety and teacher liability;
- (v) classroom management;
- (vi) teaching methods;



(c) verification of teaching experience in the area requested for endorsement, accompanied by verification of substantial work experience in the area requested for endorsement; or

(d) certificates of completion of appropriate technical programs or related college degrees and coursework, and industry certification (e.g., ASE, AWS).

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(4) for health science education, **engineering**, or computer information systems, an alternative to the above requirement of 10,000 hours work experience may be substituted as approved by the Superintendent of Public Instruction as follows:

(a) For health science education:

(i) hold a Class 1 or 2 license with an endorsement in health or any of the science areas;

(ii) verification of participation in or completion of an approved internship program in a medical setting; and

(iii) successful completion of coursework in human biology **and or** anatomy and physiology; or

(iv) hold a current professional license or certificate in a related health occupation field;

(b) for computer information systems an individual may provide verification of completion of an approved technical program in a recognized training institution and hold a professional license or recognized industry standard certificate; **or**

**(c) verification of successful completion of Project Lead the Way coursework.**

(5) A Class 4A, 4B, or 4C career and technical education license may be approved to teach traffic education if the license meets the requirements of ARM 10.13.310.

**(6) To qualify for a Montessori Educator endorsement the applicant must provide evidence of a bachelor's degree from a regionally accredited college or university and evidence of successful completion of a Montessori Accreditation Council for Teacher Education (MACTE) accredited Montessori teacher education program and recommendation from the MACTE accredited program for licensure. This endorsement does not require verification of 10,000 hour of work experience and may not be issued as a 4B or 4C license.**

**(7) To qualify for a ROTC instructor endorsement the applicant must provide evidence of certification by the appropriate branch of the US military. This endorsement does not require verification of 10,000 hour of work experience and may not be issued as a 4C license.**

**Comment [GA38]:** Specialized 40 hr course designed for Class 4 engineering endorsements.

**Comment [GA39]:** Specific requirements for Montessori and ROTC endorsement.





as defined in ARM 10.57.102, for superintendents; and

(f) for those applicants who have not completed the required courses in Montana school law, Montana school finance, and Montana collective bargaining and employment law, a plan of intent as detailed in ARM 10.57.424.

(2) Applicants required to complete coursework other than Montana school law, Montana collective bargaining and employment law, and Montana school finance ~~must be enrolled in a Board of Public Education-approved internship program as outlined in ARM 10.55.607~~ are not eligible for a Class 5 provisional license, but may enroll in an internship program pursuant to ARM 10.55.607.

(History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

**Comment [GA44]:** Clarifies that administrator must be in an internship unless all they need is MT specific coursework.

10.57.428 CLASS 5 PROVISIONAL LICENSE – ELEMENTARY PRINCIPAL ENDORSEMENT (1) To obtain a Class 5 provisional license with an elementary principal endorsement, an applicant must provide verification of:

(a) a master's degree from an accredited professional educator preparation program;

(b) eligibility for a Class 1, or 2, or 5 teaching license at the elementary level or current out-of-state licensure and five years successful supervisory experience as a licensed administrator as defined in 10.57.102, documented by a recommendation from a state accredited P-12 school employer;

(c) a minimum of three years of experience as an appropriately licensed and assigned teacher at the elementary level; and

~~(d) for those applicants who have not completed an accredited professional educator preparation program, a plan of study from an accredited professional educator preparation program verifying that the applicant:~~

~~(i) can meet the requirements for full licensure within the three-year valid period of the license; and~~

~~(ii) meets the professional educator preparation program's admission requirements.~~

(2) Applicants required to complete coursework other than Montana school law, including special education law ~~must submit written evidence of enrollment in an accredited professional educator preparation program leading to the elementary principal endorsement and enrollment in the Board of Public Education approved~~ are not eligible for a Class 5 provisional license, but may enroll in an internship program as outlined in pursuant to ARM 10.55.607. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

**Comment [GA45]:** Same exception as in 410 and 427 (b)

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10.57.429 CLASS 5 PROVISIONAL LICENSE – SECONDARY PRINCIPAL ENDORSEMENT (1) To obtain a Class 5 provisional license with a secondary principal endorsement, an applicant must provide verification of:

(a) a master's degree from an accredited professional educator preparation

program;

(b) eligibility for a Class 1, or 2, or 5 teaching license at the secondary level or current out-of-state licensure and five years of successful administrative experience as a licensed administrator as defined in 10.57.102, documented by a recommendation from a state accredited P-12 school employer; and

**Comment [GA46]:** Same exception as in 410 and 427 (b)

(c) a minimum of three years of experience as an appropriately licensed and assigned teacher at the secondary level; and

(d) for those applicants who have not completed an accredited professional educator preparation program, a plan of study from an accredited professional educator preparation program verifying that the applicant:

(i) can meet the requirements for full licensure within the three-year valid period of the license; and

(ii) meets the professional educator preparation program's admission requirements.

(2) Applicants required to complete coursework other than Montana school law, including special education law must submit written evidence of enrollment in an accredited professional educator preparation program leading to the secondary principal endorsement and enrollment in the Board of Public Education approved internship program as outlined in are not eligible for a Class 5 provisional license, but may enroll in an internship program pursuant to ARM 10.55.607. ARM 10.55.607. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

10.57.430 CLASS 5 PROVISIONAL LICENSE – K-12 PRINCIPAL ENDORSEMENT (1) To obtain a Class 5 provisional license with a K-12 principal endorsement, an applicant must provide verification of:

(a) a master's degree from an accredited professional educator preparation program;

(b) eligibility for a Class 1, or 2, or 5 teaching license at any level within K-12 or current out-of-state licensure and five years successful supervisory experience as a licensed administrator as documented by a recommendation from a state accredited P-12 school employer; and

**Comment [GA47]:** Same exception as in 410 and 427 (b)

(c) a minimum of three years of experience as an appropriately licensed and assigned teacher at any level within K-12; and

(d) for those applicants who have not completed an accredited professional educator preparation program, a plan of study from an accredited professional educator preparation program verifying that the applicant:

(i) can meet the requirements for full licensure within the three-year valid period of the license; and

(ii) meets the professional educator preparation program's admission requirements.

(2) Applicants required to complete coursework other than Montana school law, including special education law must submit written evidence of enrollment in an accredited professional educator preparation program leading to the K-12 principal endorsement and enrollment in the Board of Public Education approved internship program as outlined in are not eligible for a Class 5 provisional license, but may enroll in an internship program pursuant to ARM 10.55.607. ARM 10.55.607. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff.

7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

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10.57.431 CLASS 5 PROVISIONAL LICENSE – SUPERVISOR

ENDORSEMENT (1) To obtain a class 5 provisional license with a supervisor endorsement, an applicant must provide verification of:

- (a) a master's degree from an regionally accredited college or university in the area requested for supervisory endorsement; and
  - (b) three years of appropriately licensed experience as a teacher in the area requested for supervisory endorsement or five years of experience in a school setting as a fully licensed and appropriately assigned related services provider.
- (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.432 CLASS 5 PROVISIONAL LICENSE – SPECIALIST

ENDORSEMENT (1) To obtain a Class 5 provisional license with a specialist endorsement in school psychology, an applicant must provide:

- (a) verification of a master's degree or greater in school psychology or related field from a regionally accredited program college or university; and
- (b) for those applicants who have not completed an accredited specialist preparation program, verification from an accredited specialist program, of being within four course deficiencies of completing full requirements as outlined in ARM 10.57.434.

(2) To obtain a Class 5 provisional license with a specialist endorsement in school counseling an applicant must provide:

- (a) verification of a bachelor's degree; and
  - (b) verification from the accredited specialist program, of being within four course deficiencies of completing full requirements as outlined in ARM 10.57.435.
- (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.433 CLASS 6 SPECIALIST LICENSE (1) A Class 6 specialist license is valid for a period of five years.

(2) Class 6 specialist licenses may be issued with the following endorsements:

- (a) school psychologist; ~~or~~
- (b) school counselor; ~~or~~
- (c) Montessori (P-K), (1-3) or (4-5).

(3) A Montessori endorsement requires a bachelor's degree from a regionally accredited college or university and verification of successful completion of a Montessori Accreditation Council for Teacher Education (MACTE) accredited Montessori teacher education program and recommendation from the MACTE accredited program for licensure.

(3) A Class 6 specialist license may also be endorsed in traffic education if the licensee meets the requirements of ARM 10.13.310 and is approved by the Superintendent of Public Instruction.

(4) Class 6 specialist licenses may be renewed pursuant to the requirements

**Comment [GA48]:** Option #2 for Montessori endorsement, which would NOT require an EPP.



10.57.436 CLASS 7 AMERICAN INDIAN LANGUAGE AND CULTURE SPECIALIST (1) A Class 7 American Indian language and culture specialist license is valid for a period of five years.

(2) The Superintendent of Public Instruction shall issue a Class 7 license based upon verification by the authorized representative of a tribal government, that has a memorandum of understanding with the Superintendent of Public Instruction, that the applicant has met tribal standards for competency and fluency as a requisite for teaching that language and culture.

(3) The Board of Public Education will accept and place on file the criteria developed by each tribe for qualifying an individual as competent to be a specialist in its language and culture.

(4) A Class 7 American Indian language and culture specialist licensee may be approved to teach traffic education if the licensee meets the requirements of ARM 10.13.310 and is approved by the Superintendent of Public Instruction.

(5) A Class 7 American Indian language and culture specialist license may be renewed upon verification by the tribe that the professional development plan, as defined by the memorandum of understanding in (2) is met.

(6) A school district may assign an individual licensed under this rule to only specialist services within the field of American Indian language and culture under such supervision as the district may deem appropriate. No other teaching license or endorsement is required for duties within this prescribed field. (History: 20-4-102, MCA; IMP, 20-4-103, 20-4-106, MCA; NEW, 1995 MAR p. 2803, Eff. 12/22/95; TRANS, 2002 MAR p. 3309, 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.437 CLASS 8 DUAL CREDIT POSTSECONDARY FACULTY

LICENSE (1) A faculty member of a college or university is required to hold a Class 8 dual credit license, unless already licensed or eligible for licensure as a Class 1, 2, or 4 and properly endorsed, whenever a faculty member is teaching a dual credit course at the college or university for which one or more students will earn both high school and college credit.

(2) The license is valid for five years.

(3) To obtain a Class 8 dual credit postsecondary faculty license, an applicant shall provide the following:

(a) verification of faculty employment from the Chief Academic Officer or an appropriate official of the employing regionally accredited college or university;

(b) compliance with all other nonacademic requirements for licensure as required by 20-4-104, MCA, ARM 10.57.201 and 10.57.201A; and

(c) recommendation from the Chief Academic Officer from a regionally accredited college or university verifying the following:

(i) the applicant plans to teach in a subject covered by the K-12 endorsement areas in ARM 10.57.438, and will teach a subject in which the applicant has a major or minor; and

(ii) the applicant demonstrates adequate education and experience to instruct dual enrollment courses as demonstrated by the following criteria:

(A) ability to create learning environments that support creativity, critical thinking, individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation;

(B) understanding and ability to use a variety of instructional and assessment strategies to encourage learners to develop understanding of content areas and to build skills to apply knowledge in meaningful ways; and

(C) understanding of individual differences and diverse cultures with an ability to integrate history, culture, heritage, and contemporary status of American Indians and tribes in Montana.

(4) Class 8 dual credit license applications will be reviewed by the Certification Standards and Practices Advisory Council for recommendation regarding issuance of the license by the Superintendent of Public Instruction. Denial of an application for licensure shall be appealable to the Board of Public Education pursuant to ARM 10.57.607.

(5) A Class 8 dual credit postsecondary faculty license may be consecutively reissued upon submission and approval of an application for renewal. An educator

with a lapsed Class 8 license must submit a new application.

(6) A Class 8 license shall not be valid unless the licensee is in an employment relationship with a regionally accredited college or university. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2008 MAR p. 2050, Eff. 9/26/08; AMD, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15; AMD, 2015 MAR p. 1051, Eff. 7/31/15.)

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10.57.438 CLASS 8 DUAL CREDIT POSTSECONDARY FACULTY LICENSE ENDORSEMENTS (1) Areas approved for endorsement on Class 8 dual credit-only postsecondary faculty licenses are listed in ARM 10.57.412

(2) Applicants for the Class 8 license with degrees in highly specialized academic areas and hired by the college or university to teach specific courses not covered by the K-12 endorsement areas in (1), may be eligible for a designation in their area of specialization as approved by the Superintendent of Public Instruction. (History: 20-4-102, MCA; IMP, 20-4-106, 20-4-108, MCA; NEW, 2009 MAR p. 2244, Eff. 11/26/09; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

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Subchapter 5

Ancillary Services

10.57.501 SOCIAL WORKERS, NURSES, AND SPEECH AND HEARING THERAPISTS (1) Professionals such as social workers, nurses and speech and hearing therapists who are teaching in a classroom must have a teaching license appropriate for the level(s) and area(s) taught.

(2) Speech and hearing therapists engaged in school services in the public schools of Montana who issued grades or credits in the pupil's school program must be licensed under the regularly established teacher licensure requirements in speech and hearing association. (History: 20-4-102, MCA; IMP, 20-4-102, MCA; Eff. 4/21/75; ARM Pub. 11/25/77; AMD, 1981 MAR p. 420, Eff. 5/1/81; AMD, 1982 MAR p. 380, Eff. 2/26/82; AMD, 1982 MAR p. 1606, Eff. 8/27/82; AMD, 1986 MAR p. 1307, Eff. 8/1/86; AMD, 1994 MAR p. 955, Eff. 4/15/94; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

Subchapter 6

Educator Licensure Disciplinary Procedures

10.57.601 REQUEST FOR DISCIPLINE AGAINST THE LICENSE OF AN EDUCATOR/SPECIALIST: PRELIMINARY ACTION (1) Pursuant to 20-4-110, MCA, requests to issue a letter of reprimand or to suspend or revoke an educator/specialist license shall be brought before the Board of Public Education by only:

(a) an official action of the board of trustees of a local district for any licensed educator/specialist currently employed by that district or under contract or otherwise employed by that district at any time during the 12 months prior to the receipt by the Board of Public Education of the discipline request; or

(b) the Superintendent of Public Instruction.

(2) The Superintendent of Public Instruction may initiate a request to the Board of Public Education for discipline against an educator/specialist's license within 12 months from the date of receiving direct notification of alleged misconduct from a local school district board of trustees or from any other credible source.

(3) Requests for discipline shall specify whether a letter of reprimand, revocation, or suspension is sought and shall include:

(a) the specific charge(s) against the educator/specialist;

(b) the subsection of 20-4-110, MCA, under which the charge(s) is brought;

(c) an outline of the facts and evidence related to the charge(s); and

(d) if the request is made by a board of trustees of a district, a copy of the minutes documenting the trustees' decision to request disciplinary action. (History: 20-4-102, MCA; IMP, 20-4-110, MCA; Eff. 12/10/75; ARM Pub. 11/25/77; AMD, 1979 MAR p. 362, Eff. 3/30/79; AMD, 1980 MAR p. 2646, Eff. 9/26/80; AMD, 1987 MAR p. 1211, Eff. 7/31/87; AMD, 1991 MAR p. 1488, Eff. 8/16/91; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.601A DEFINITION OF "IMMORAL CONDUCT" (1) "Immoral conduct" related to the teaching profession, under 20-4-110(1)(f), MCA, includes, but is not limited to:

(a) sexual contact, as defined in 45-2-101, MCA, or sexual intercourse as defined in 45-2-101, MCA, involving a minor or a person the applicant or licensee knows, reasonably should know, or should have known is a student at a public or private elementary or secondary school;

(b) conduct, whether resulting in the filing of criminal charges or not, which would constitute an offense under any of the following statutes of this state:

(i) 45-5-502, MCA, (sexual assault);

(ii) 45-5-503, MCA, (sexual intercourse without consent);

(iii) 45-5-504, MCA, (indecent exposure);

(iv) 45-5-505, MCA, (deviate sexual conduct), if the conduct either was non-consensual or involved a minor or a person the applicant or licensee knows, reasonably should know, or should have known is a student at a public or private elementary or secondary school;

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(v) 45-5-507, MCA, (incest);

(vi) 45-5-601, 45-5-602, or 45-5-603, MCA, (offenses involving prostitution);

(vii) 45-5-622(2), MCA, (endangering the welfare of children);

(viii) 45-5-623, MCA, (unlawful transactions with children);

(ix) 45-5-625, MCA, (sexual abuse of children);

(x) 45-8-201, MCA, (obscenity);

(xi) 45-5-627, MCA, (ritual abuse of minor);

(xii) any statute in Title 45, chapter 9, part 1, MCA, (dangerous drugs), provided that a first offense under 45-9-102(2), MCA, shall not fall within this definition;

(xiii) 45-5-220, MCA, (stalking);

(xiv) 45-5-223, MCA, (surreptitious visual observation or recordation);

(xv) 45-10-103, MCA, (criminal possession of drug paraphernalia);

(xvi) 45-10-105, MCA, (delivery of drug paraphernalia to a minor);

(xvii) 45-8-334, MCA, (possession of a destructive device);

(xviii) 45-8-361, MCA, (possession or allowing possession of weapon in school building);

(xix) 45-8-403, MCA, (use of threat to coerce gang membership);

(xx) 45-8-406, MCA, (supplying of firearms to criminal street gang);

(xxi) 45-5-622(3), MCA (endangering welfare of children);

(c) repeated convictions for violations of any one or more of the criminal laws of this state, which violations are not otherwise grounds for suspension or revocation, if the repeated convictions, taken together, demonstrate that the teacher, specialist or administrator is unwilling to conform their conduct to the requirements of law;

(d) occurrences related to ARM 24.9.1003(3), (sexual harassment), defined as "unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature" when:

(i) submission to the conduct is explicitly or implicitly made a term or condition of education;

(ii) submission to or rejection of the conduct is used as the basis for an educational decision affecting the individual; and/or

(iii) the conduct has the purpose or effect of unreasonably interfering with school performance or creating an intimidating, hostile or offensive learning environment.

(e) submitting false credentials, omitting relevant information, or making any statement of material fact an applicant or licensee knows to be false to apply for a license, endorsement, employment, or promotion. False credentials include but are not limited to:

(i) college degrees or credit from non-accredited or -approved colleges or universities;

(ii) false professional development credit;

(iii) false academic awards; or

(iv) inaccurate employment history;

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(f) significant misuse of technology or electronic communication involving a minor or a person an applicant or licensee knows, reasonably should know, or should have known is a student at a public or private elementary or secondary school, including but not limited to misuse of computers, cellular telephones, or other electronic devices; or

(g) intentionally falsifying or deliberately misrepresenting information regarding standardized assessment of students, including but not limited to providing or changing test answers or using inappropriate testing accommodations or modifications. (History: 20-4-102, MCA; IMP, 20-4-110, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2009 MAR p. 345, Eff. 3/27/09; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.601B REVIEW (1) Upon receipt of a request for disciplinary action by the trustees of a district or the Superintendent of Public Instruction pursuant to 20-4-110(2), MCA, and ARM 10.57.601, the Board of Public Education shall review the allegations to determine whether there is sufficient cause to believe that professional misconduct occurred.

(2) This review shall include notifying the affected licensee of the request for discipline and allegations against the licensee by certified mail and allowing the licensee ten days to respond to these charges.

(3) After receiving a response from the licensee, the board may request further information to ensure the preliminary review properly reflects the facts and position of each party.

(4) If the board determines there is sufficient cause to believe that professional misconduct occurred, the board shall provide notice to the licensee of a hearing on possible disciplinary action as provided in ARM 10.57.602. (History: 20-4-102, MCA; IMP, 20-4-110, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.602 NOTICE OF HEARING (1) The Upon notice of a request for disciplinary action pursuant to 10.57.601, the Board of Public Education shall provide notice of a pending disciplinary action to the licensee, by certified mail not

**Comment [GA49]:** Removes requirement for BPE to investigate before a hearing. Investigation has already occurred before recommendation for action has been made. The BPE is the decision maker, so conducting its own investigation is unnecessary and probably not appropriate.

less than 30 days prior to the date of the hearing.

(a) Such notice shall include:

(i) a statement of the time, place and nature of the hearing;

(ii) a statement of the legal authority and jurisdiction under which the hearing is to be held;

(iii) a reference to the particular sections of the statutes and rules involved;

(iv) a statement of the matters asserted;

(v) a designation of who will hear the allegation pursuant to ARM 10.57.603;

and

(vi) a statement of the licensee's right to be represented by counsel at the hearing.

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(b) The notice shall advise the licensee that the licensee has the right to contest the proposed disciplinary action of the board, and that the licensee may do so by filing a written signed statement contesting the matters asserted and requesting a hearing.

(c) The notice shall advise the licensee that the disciplinary hearing will be open to the public unless an individual's right to privacy outweighs the public's right to know.

(2) If the licensee elects to contest the proposed disciplinary action, the board shall conduct a contested case hearing pursuant to ARM 10.57.603.

(3) If resolution is reached prior to the hearing, the parties may report such resolution to the board and ask for dismissal of the matter. (History: 20-4-102, MCA; IMP, 20-4-110, MCA; Eff. 12/10/75; ARM Pub. 11/25/77; AMD, 1979 MAR p. 362, Eff. 3/30/79; AMD, 1980 MAR p. 2646, Eff. 9/26/80; AMD, 1987 MAR p. 1211, Eff. 7/31/87; AMD, 1991 MAR p. 1488, Eff. 8/16/91; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.603 HEARING IN CONTESTED CASES (1) The Board of Public Education shall select one of the following methods for providing a hearing:

(a) a hearing before the board at a special or regular meeting of the board;

(b) a hearing before a committee of the Board that shall report to the board proposed findings of fact, proposed conclusions of law, and a proposed order; or

(c) a hearing before a hearing examiner appointed by the board who shall report to the board proposed findings of fact, proposed conclusions of law, and a proposed order.

(2) At the time and place set in the notice to the applicant or licensee, the chairperson of the Board of Public Education, the designated committee, or an appointed hearing examiner shall conduct the hearing in accordance with Title 2, chapter 4, part 6, MCA, and ARM 1.3.211 through 1.3.224 of the Attorney General's



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10.57.605 SURRENDER OF AN EDUCATOR/SPECIALIST LICENSE

(1) A licensee may surrender his or her license to the Superintendent of Public Instruction. The Superintendent of Public Instruction, upon review, may accept or reject the license surrender.

(2) Surrender of a license to the Superintendent of Public Instruction does not relieve the reporting requirements set forth in 20-4-110, MCA.

(3) The Superintendent of Public Instruction may investigate further following the surrender of a license and shall maintain a record of the circumstances surrounding the surrender of any license. The contents of that record shall be available for review by the licensing authority from any other jurisdiction in which the educator/specialist seeks licensure.

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(4) Surrender of a license is permanent and irrevocable, unless specified otherwise in the document of surrender. Surrender of a license is a sanction against an educator or specialist and may prejudice the ability of an educator/specialist to successfully seek relicensure.

(5) The Superintendent of Public Instruction shall immediately inform the Board of Public Education of each surrender of a license and of the circumstances surrounding the surrender. (History: 20-4-114, MCA; IMP, 20-2-121, MCA; NEW, 1994 MAR p. 2525, Eff. 9/9/94; AMD, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10.57.606 REPORTING OF THE SURRENDER, DENIAL, REVOCATION, OR SUSPENSION OF A LICENSE (1) The Superintendent of Public Instruction shall maintain membership in the National Association of State Directors of Teacher Education and Certification (NASDTEC) and shall report information concerning disciplinary action to the NASDTEC clearinghouse.

(2) Upon receipt of a license surrendered pursuant to ARM 10.57.605, the Superintendent of Public Instruction shall report to the NASDTEC clearinghouse that the superintendent accepted the surrender of a license held by the licensee.

(3) The Superintendent of Public Instruction shall report to the NASDTEC clearinghouse the denial of licensure for cause. A denial "for cause" is defined as circumstances which:

(a) resulted in a determination by the superintendent that the applicant lacked the requisite moral and professional character; or

(b) would, in the case of a licensed Montana educator, be grounds for suspension or revocation.

(4) The superintendent shall not report to NASDTEC under (3) until either:

(a) the period for appeal of denial as provided in ARM 10.57.607 has expired;

or

(b) the Board of Public Education affirms the denial.

(5) The Superintendent of Public Instruction shall report to the NASDTEC clearinghouse a letter of reprimand issued by the Board of Public Education, and the suspension or revocation of a license held by an educator/specialist licensed in Montana.

(6) If a denial of licensure or disciplinary action by the Board of Public Education is overturned by a court of competent jurisdiction, the Superintendent of Public Instruction will notify the NASDTEC clearinghouse of such action.

(7) The Superintendent of Public Instruction shall maintain, pursuant to the superintendent's record retention policies, a record of the circumstances surrounding the surrender, denial, revocation, suspension, or reprimand involving a license or application for licensure. The contents of that record shall be available for review by the certifying authority from any other jurisdiction in which the educator/specialist seeks licensure. (History: 20-4-102, MCA; IMP, 20-4-110, MCA; NEW, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2004 MAR p. 2910, Eff. 12/3/04; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

10-844.4

12/31/14

ADMINISTRATIVE RULES OF MONTANA  
EDUCATOR LICENSURE

10.57.607

10.57.607 APPEAL FROM DENIAL OF AN EDUCATOR/SPECIALIST  
LICENSE

(1) Written notice of appeal from the decision of the Superintendent of Public Instruction to deny issuance or renewal of an educator/specialist license must be submitted to the Board of Public Education. Written notice of appeal must be postmarked or received by the board no later than 30 days from the date of the letter of denial sent from the office of the Superintendent of Public Instruction.

(2) The written notice of appeal may not be submitted by e-mail. The notice must be signed by the appellant and must:

(a) summarize the appellant's responses to the superintendent's denial of licensure;

(b) provide preliminary statements supporting the appellant's contention that the superintendent's denial should be overturned; and

(c) if applicable, show that the appeal satisfies the requirements of ARM 10.57.608.

(3) When an appeal of a denial from the decision of the superintendent is before the Board of Public Education, the board shall provide notice by certified mail at least 30 days prior to a hearing of the appeal.

(a) Such notice shall include:

(i) a statement of the time, place, and nature of the hearing;

(ii) the legal authority and jurisdiction under which the hearing is to be held;

(iii) reference to the particular sections of the statutes and rules involved;

(iv) a statement of the matters asserted; and

(v) designation of who will hear the allegation pursuant to ARM 10.57.603.

(b) The notice shall advise the applicant that the applicant has the right to contest the denial and that the applicant may do so by appearing at the hearing either personally or through counsel, or by requesting the board to consider the matter on the basis of the available evidence without an appearance by the



contract of employment with a Montana school district, the licensed staff member substantially and materially breaches such contract without good cause.

(2) "Good cause" shall be determined by the board on a case-by-case basis. The following are examples of good cause:

(a) substantial hardship to the licensed staff member's family due to a change in employment of the spouse of the licensed staff member that necessitates a move;

(b) illness of a family member of the licensed staff member that necessitates a move for purposes of providing for, caring for, or tending to the ill family member; or

(c) intolerable working conditions, judged on the same basis as constructive discharge under Montana law.

10-844.6

12/31/14

ADMINISTRATIVE RULES OF MONTANA  
EDUCATOR LICENSURE

10.57.611

(3) Licensed staff members violating 20-4-110(1)(g), MCA, may be penalized as follows:

(a) a first violation committed not more than 30 calendar days prior to the beginning of the school year may result in a sanction not to exceed placement of a letter of reprimand in the licensed staff member's public record certification file;

(b) a first violation committed on or after school starts shall result in a sanction ranging from placement of a letter of reprimand in the licensed staff member's public record licensure file to temporary suspension of the licensed staff member's license for not more than 30 days; and

(c) a second or subsequent violation shall result in a sanction ranging from a temporary suspension of the licensed staff member's license to revocation of the license.

(4) In determining the severity of the sanction, if any, the Board of Public Education will consider the following:

(a) any direct, harmful impact on students caused by the breach of contract;

(b) the length of prior notice provided to the employing board by the licensed staff member; and

(c) the impact of the licensed staff member's breach of contract on the district's compliance with accreditation standards.

(5) This rule shall not be construed to either require or to prohibit the board from exercising its discretion in overseeing discipline of license holders pursuant to 20-4-110(6), MCA. (History: 20-2-114, 20-2-121, MCA; IMP, 20-2-121, 20-4-110, MCA; NEW, 2002 MAR p. 1549, Eff. 5/31/02; TRANS, 2002 MAR p. 3309, Eff. 11/28/02; AMD, 2003 MAR p. 554, Eff. 3/28/03; AMD, 2012 MAR p. 1039, Eff. 5/25/12; AMD, 2014 MAR p. 2930, Eff. 7/1/15.)

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EDUCATOR LICENSURE 10.57.703

Subchapter 7

Procedures for Hearing Appeals from Decisions  
Denying Issuance or Renewal of Teacher Certificates

10.57.701 APPEAL FROM DENIAL OF A TEACHER, SPECIALIST OR ADMINISTRATOR CERTIFICATE (TRANSFERRED) (History: 20-2-121, 20-4-102, MCA; IMP, 20-4-102, 20-4-110, MCA; NEW, 1987 MAR p. 1211, Eff. 7/31/87; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD, 2000 MAR p. 1510, Eff. 6/16/00; AMD & TRANS to 10.57.607, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.702 CONSIDERATIONS GOVERNING ACCEPTANCE OF APPEAL IN CASES ARISING UNDER 20-4-104(1)(c), MCA (TRANSFERRED) (History: 20-4-102, MCA; IMP, 20-4-110, MCA; NEW, 1987 MAR p. 1211, Eff. 7/31/87; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD & TRANS to 10.57.608, 2002 MAR p. 3309, Eff. 11/28/02.)

10.57.703 HEARING ON APPEAL (TRANSFERRED) (History: 20-4-102, MCA; IMP, 20-4-110, MCA; NEW, 1987 MAR p. 1211, Eff. 7/31/87; AMD, 1995 MAR p. 628, Eff. 4/28/95; AMD & TRANS to 10.57.609, 2002 MAR p. 3309, Eff. 11/28/02.)

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EDUCATOR LICENSURE 10.57.801

Subchapter 8

Substantial and Material Nonperformance

10.57.801 SUBSTANTIAL AND MATERIAL NONPERFORMANCE  
(TRANSFERRED) (History: 20-2-114, 20-2-121, MCA; IMP, 20-2-121, 20-4-110,  
MCA; NEW, 2002 MAR p. 1549, Eff. 5/31/02; TRANS to 10.57.611, 2002 MAR p.  
3309, Eff. 11/28/02.)

ADMINISTRATIVE RULES OF MONTANA

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**ITEM 7**

**EARLY CHILDHOOD EDUCATION PRESCHOOL  
THROUGH GRADE 3 (ECE P-3) PROGRAM  
PRESENTATIONS**

**Dr. Linda Vrooman Peterson**

**Dr. Julie Bullard – University of Montana**

**Dr. Mary Susan Fishbaugh – Montana State University -  
Billings**

**EXECUTIVE SUMMARY**  
PREPARED FOR THE  
**CERTIFICATION STANDARDS AND PRACTICES ADVIORY COUNCIL**  
**APRIL 22, 2016**

**PRESENTATION:**                    **University of Montana Proposes Bachelor of Arts in Early Childhood Education Preschool through Grade 3 (ECE P-3)**

**PRESENTER:**                    Linda Vrooman Peterson, Ph.D.  
Accreditation and Educator Preparation  
Office of Public Instruction (OPI)

Julie Bullard, Ed.D., ECE Professor  
Phyllis J. Washington (PJW) College of Education and Human Sciences  
University of Montana

**OVERVIEW:**                    PJW College of Education and Human Sciences at the University of Montana presents the proposal to add a Bachelor of Arts in Early Childhood Education P-3. Dr. Julie Bullard will present an overview of the proposal to the Certification Standards and Practices Advisory Council for discussion. The proposal was presented to the Board of Public Education in November 2015.



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**MEMORANDUM**

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**TO:** LINDA VROOMAN PETERSON, ADMINISTRATOR, ACCREDITATION AND EDUCATOR PREPARATION DIVISION

**FROM:** KRISTI MURPHY, ASSESSMENT AND LICENSURE MANAGER, AND JULIE BULLARD, ECE PROFESSOR, PJW COLLEGE OF EDUCATION AND HUMAN SCIENCES JB  
KKM

**CC:** ROBERTA EVANS, DEAN OF THE PHYLLIS J. WASHINGTON COLLEGE OF EDUCATION AND HUMAN SCIENCES  
SUSAN HARPER-WHALEN, ASSOCIATE DEAN OF THE PHYLLIS J. WASHINGTON COLLEGE OF EDUCATION AND HUMAN SCIENCES

**SUBJECT:** BACHELOR OF ARTS IN EARLY CHILDHOOD EDUCATION: P-3

**DATE:** OCTOBER 28, 2015

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The University of Montana-Missoula is currently state-approved to offer licensure in Early Childhood Education: P-3 through a minor and a graduate program. We are now seeking Board of Public Education approval to offer licensure in early childhood education through a new Bachelor of Arts degree in Early Childhood Education: P-3. The Department of Curriculum and Instruction at UM has requested approval through UM Faculty Senate and the Montana Board of Regents to add this bachelor's degree. We anticipate the formal Montana University System (MUS) approval process to be fully completed March 4, 2016. The proposed 120-credit degree combines coursework from the current early childhood education minor, the elementary education bachelor's degree, and new early childhood education specific courses.

The Department of Curriculum and Instruction was motivated to add the bachelor's degree in Early Childhood Education: P-3 for three primary reasons: 1) to meet the needs of teacher candidates who wish to seek Montana's new P-3 teaching license; 2) to enhance the preparation of teacher candidates wishing to teach in the early grades; and 3) to meet workforce preparation needs for highly qualified preschool teachers.

The bachelor's degree in Early Childhood Education: P-3 effectively blends existing courses in the Elementary Education (K-8) major and the minor in Early Childhood Education with the addition of new courses to meet required state and national standards. UM currently employs a full professor in early childhood education who collaborates with other program faculty with early childhood expertise. The Department of Curriculum and Instruction has also requested an additional faculty position in early childhood education. Upon MUS approval, the degree will begin in Fall 2016.

Individuals pursuing this degree will seek admission to and complete the Teacher Education Program in the Department of Curriculum and Instruction according to established selection criteria. The Department gathers data related to educator preparation programs at UM and will work with the faculty to review and evaluate program-specific data on an annual basis.

## PROPOSED ECE: P-3 COURSE REQUIREMENTS

Course Number	General Education/Content/Specialty Courses	GER	Prerequisite	CR	Completed
WRIT 101	College Writing I			3	
LIT 110L LIT 120L LSH 151L LSH 152L NASX 235X	Intro to Lit Poetry Humanities Bible, Greeks, and Romans Humanities Medieval to Modern Oral and Written Traditions of Native Americans <small>(Select one course from this box.)</small>	Lower Div. Writing Course and L	WRIT 101 or placement	3 or 4	
M 132	Numbers & Operations for K-8 Teachers		M 095 or placement	3	
M 133	Geometry & Measurement for K-8 Teachers	Symbolic System	M 132	3	
ANTY 122S	Race and Minorities	S & Y		3	
GPHY 121S GPHY 141S	Introduction to Human Geography or World Regional Geography	S		3	
HSTA 255	Montana History			3	
NASX 105	Native American Studies	H & X		3	
PHSX 225N	General Science: Physical and Chemical Science	N	M 132 or equivalent	5	
BIOB 226N	General Science: Earth and Life Science (Spring only)	N	M 095 or equivalent	5	
HEE 233	Health Issues of Children and Adolescents			3	
HEE 302	Methods of Instructional Strategies in Elem. Physical Ed.			3	
ARTZ 302A	Elementary School Art	A	Sophomore	2	
THTR 239A	Creative Drama/Dance K-8	A		2	
MUSE 397	Methods: K-8 Music			2	
EDU 331	Literature and Literacy for Children			3	

Current First Aid Card w/ CPR (Must complete at least one semester prior to student teaching.)

### Admission to the Teacher Education Program is required to enroll in the courses listed below.

<b>LEVEL 1 Learning and Instruction*</b>					
EDU 395	Clinical Experience: Level 1			1	
EDU 222	Educational Psychology and Child Development			3	
EDU 338	Academic Interventions			3	
EDU 397	Methods: PK-4: Early Numeracy			3	
EDU 397	Methods: PK-3: Early Literacy			3	
<b>LEVEL 2 Critical Thinking and Problem Solving*</b>					
EDU 395	Clinical Experience: Level 2			1	
EDU 346	Exceptionalities			3	
EDU 370	Integrating Technology into Education			3	
ENST 472	General Science: Conservation Education			3	
EDEC 408	Early Childhood Principles and Practices			3	
<b>LEVEL 3 Pedagogy and Content Knowledge*</b>					
EDEC 495	Practicum: Integrated Curriculum			3	
EDEC 410	Family, Community, Culture			3	
EDEC 420	Meeting Standards through Play-Based Environments			3	
EDEC 405	Assessment in Early Childhood			3	
EDEC 230	Positive Child Guidance and Management			3	
<b>LEVEL 4 Pedagogy and Content Knowledge</b>					
EDU 451	Clinical Experience: Level 3			1	
EDEC 453	Early Childhood STEM			3	
EDEC 430	Social/Emotional Development			3	
EDU 407E	Ethics and Policy Issues			3	
EDEC 454	PK-3 Language Arts and Reading Methods (Advanced Writing)			3	
<b>LEVEL 5 Student Teaching*</b>					
EDU 495	Student Teaching K-3			14	
EDU 491	Reflective Practical and Applied Research			1	

Highlighted courses are newly proposed courses

\*Courses for each Level are co-requisites; they must be taken concurrently. This blocked format allows for integration of curriculum, modeling of cooperative learning and collaborative teaching, and corresponding developmental field experiences.

## **ITEM 8**

### **PRAXIS WORKING COMMITTEE UPDATE**

**Dr. Linda Vrooman Peterson**

**EXECUTIVE SUMMARY**  
PREPARED FOR THE  
**CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL**  
**APRIL 22, 2016**

**PRESENTATION:**                   **Praxis Working Committee Update**

**PRESENTER:**                   Linda Vrooman Peterson, Ph.D.  
Accreditation and Educator Preparation  
Office of Public Instruction (OPI)

**OVERVIEW:**                   In September 2014, the Montana Council of Deans of Education (MCDE) formed the Praxis Working Committee (PWC). The purpose of the MCDE standing committee is to *maintain, update, and evaluate formal processes that ensure uniform and timely review of Praxis Subject Assessments, update scores on a regular basis, and communicate and collaborate with MCDE and the OPI regarding current updates and issues concerning the ETS Praxis Subject Assessments and the Montana Assessment of Content Knowledge, as charged by the Montana Council of Deans of Education.*

This presentation includes the PWC priorities for the upcoming academic year, accomplishments of 2015-2016 and recent actions of the MCDE as recommended by the PWC.

Recommendation of Approval Protocol of the Praxis Working Committee  
Praxis Working Committee  
Montana Council of Deans of Education  
Certification Standards and Practices Advisory Council  
Superintendent of Public Instruction  
Board of Public Education





Montana  
**Office of Public Instruction**  
Denise Juneau, State Superintendent

Office of Public Instruction  
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Helena, MT 59620-2501  
406.444.3095  
888.231.9393  
406.444.0169 (TTY)  
opi.mt.gov

# **Praxis II Working Committee Update**

## **Certification Standards and Practices Advisory Council**

### **April 22, 2016**

**Praxis Working Committee (PWC) Members:** Jennifer Burns, MSU-Billings; Leslie Lott, University of Great Falls; Jonathan Matthews, Carroll College; Kristi Murphy, University of Montana; Kathryn Will-Dubyak and Virginia Mohr, Montana State University; Mike Miller, Laura Straus, Delena Norris-Tull, and Adam Mastandrea, University of Montana - Western; Virginia Braithwaite and Joseph Todd, Montana State University - Northern; Stevie Schmitz, Rocky Mountain College; Cindy O'Dell and Doug Ruhman, Salish Kootenai College; and Rehanna Olson and Linda Vrooman Peterson, OPI

**Praxis Working Committee held 23 meetings and work sessions between September 18, 2014, and April 6, 2016.**

**PWC Purpose:** Maintain, update, and evaluate formal processes that ensure uniform, and timely review of Praxis Subject Assessments, update scores on a regular basis, and communicate and collaborate with MCDE and the OPI regarding current updates and issues concerning the ETS Praxis Subject Assessments and the Montana Assessment of Content Knowledge, as charged by the Montana Council of Deans of Education.

#### **PWC Priorities 2016-2017**

1. Review Educational Testing Service (ETS) Annual Changes.
2. Identify additional endorsement areas and establish dates for test reviews of remaining Praxis Subject Assessments.
3. Adopt new Praxis Subject Assessments and Montana minimum scores.
4. Post Montana minimum scores for new assessments to the OPI and ETS websites.
5. Conduct a statewide P-20 review of ARM 10.58.523 (1) Social Studies-related language and consider adding a specific standard for the Social Studies Broadfield.
6. Review and revise, as necessary, the process and procedures to determine minimum scores for Praxis Subject Assessments. Review process and procedures with MCDE.
7. Identify issues and concerns relating to preparation and licensure around assessment.
8. Review priorities and adjust.

#### **PWC 2015-2016 Accomplishments**

1. To implement uniform and timely communication, monthly conference calls continue with representatives from each Montana Educator Preparation Provider (EPP). These

*The Montana Office of Public Instruction provides vision, advocacy, support, and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities.*

representatives communicate with heads of Montana EPPs about the work projects and final draft documents. Since the initial meeting of the PWC, EPP representatives have participated in 23 conference calls and work sessions.

2. Established dates for test reviews: March 29-31, 2016.
3. Conducted test reviews of Business Education, Health and Physical Education, Library Media, Music, General Science, Special Education, and Social Studies.
4. Developed Guidance Document to ensure that minor endorsements and adding an endorsement include clinical practice before recommendation to the OPI licensure. Recognized by the MCDE: January 5, 2016.
5. Developed Early Childhood Education (ECE) P-3 Advising Document; request the MCDE accept the advising document. Recognized by the MCDE: January 5, 2016.
6. Revised Montana Assessment of Content Knowledge to align with Montana BPE ARM Chapters 55, 57, and 58.
7. Reviewed and refined Montana changes to the ETS website.
8. Evaluated the effectiveness of PWC process to reach the purpose and goal; adjusted and refined as necessary.
9. Reviewed and revised priorities for the 2016-17 academic year.

#### **Action taken by MCDE on January 5, 2016**

1. ***Guidance Document for EPPs to guarantee candidates earning endorsements in minor areas and added endorsements by completers include demonstrated evidence of clinical practice.***

##### **Recommendation**

The PWC recommends that the Montana Council of Deans of Education accepts the Guidance Document for use by EPPs to guarantee candidates earning endorsements in minor areas and added endorsements by completers include evidence of clinical practice within the parameters of the individual EPP policies and procedures.

#### Guidance Document for Demonstration of Content Knowledge

**\*\*Motion:** The MCDE recognizes the Guidance Document for Demonstration of Content Knowledge as a guiding document for EPP programs within the parameters of the individual EPP policies and procedures.

##### *Motion Carries Unanimously*

2. **ECE P-3 Advising Document for use by EPPs in assisting prospective teacher candidates select an appropriate pathway to licensure/endorsement in ECE P-3 Recommendation.**



The PWC recommends that the Montana Council of Deans of Education accept the ECE P-3 Advising Document for use by EPPs to assist prospective candidates select an appropriate pathway to licensure/endorsement in ECE P-3.

Early Childhood Education Advising Document

\*\*Motion: The MCDE recognizes the Advising Document as a guiding document for EPP programs within the parameters of the individual EPP policies and procedures.

*Motion Carries Unanimously*

ETS Praxis Series Website for Montana

Discussion of the adjustments made to the ETS Website document.

\*\*Motion: Motion is made to accept the document and have the language posted to the ETS Website.

*Motion Carries Unanimously*



## **ITEM 9**

# **MONTANA SCORE RANGES FOR PRAXIS** **SUBJECT ASSESSMENTS UPDATE**

**Dr. Linda Vrooman Peterson**

**EXECUTIVE SUMMARY**  
PREPARED FOR THE  
**CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL**  
**APRIL 22, 2016**

**PRESENTATION:** **Montana Minimum Scores for Praxis Subject Assessments**

**PRESENTER:** Linda Vrooman Peterson, Ph.D.  
Accreditation and Educator Preparation  
Office of Public Instruction (OPI)

**OVERVIEW:** On March 29-31, 2016, at the request of the Office of Public Instruction and the Montana Council of Deans of Education, the Educational Testing Service (ETS) facilitated test reviews for Praxis Subject Assessments in seven endorsement areas: Business Education, Health and Physical Education, Library Media, General Science, Special Education, Music, and Social Studies.

The purpose of a test review is to examine specific Praxis Subject Assessments to answer two basic questions:

1. Should Montana adopt the specific Praxis Subject Assessment?
2. What is an appropriate minimum score?

The Montana minimum score on the Praxis Subject Assessment is used by Montana Educator Preparation Providers to recommend program candidates for licensure and by out-of-state applicants seeking Montana licensure.

Chapter 57 Educator Licensure

*ARM 10.57.410 (3) If the educator preparation program completed by the applicant is not in Montana, upon initial application of a Class 1, Class 2, or Class 3, the applicant must provide proof of a minimum score on the PRAXIS II applicable to the requested endorsement as established by the Office of Public Instruction and approved by the Board of Public Education.*

Recommendation of Approval Protocol

Praxis Working Committee  
Montana Council of Deans of Education  
Certification Standards and Practices Advisory Council  
Superintendent  
Board of Public Education





Beginning in the fall of 2016, teacher candidates completing an accredited Educator Preparation Provider (EPP) program in Montana must meet the minimum content knowledge requirements described below to be recommended for licensure/endorsement. This policy is the result of ongoing dialogue and consensus between the Montana Office of Public Instruction (OPI) and Montana EPPs. This practice ensures consistency across state programs. Montana Board of Public Education accredited schools must employ teachers with an active Montana license and assign those teachers to teach classes in their endorsed subject area(s).

### Montana Assessment of Content Knowledge Verification

Teacher candidates must earn at least 7 points on the Montana Assessment of Content Knowledge prior to recommendation for licensure/endorsement by an accredited Montana EPP. The possible range for the Content Knowledge Score (CKS) is 0-10. Teacher candidates earning fewer than 7 CKS points or who score zero on any of the three rubric components shall not be recommended for licensure/endorsement. For candidates receiving a score of 1\* on rubric components 1, 2, or 3, each Montana EPP will conduct a further individualized review of the candidate’s content knowledge and teaching skills, based on established policy, to ensure that the candidate merits recommendation for licensure/endorsement.

1. **Assessment of Content Knowledge Coursework GPA**

The range for awarding points is 0-4 and will be calculated as follows:

<i>GPA</i>	<i>Points</i>
3.50 – 4.00	4
3.00 – 3.49	3
2.65 – 2.99	2
2.00 – 2.64	1*
Below 2.00	0

2. **Assessment of Content Knowledge Demonstrated During Student Teaching/ Clinical Practice**

The range for awarding points is 0-3 and will be calculated as follows:

<i>Descriptor</i>	<i>Points</i>
Knowledge is Advanced	3
Knowledge is Proficient	2
Knowledge is Basic	1*
Knowledge is Insufficient	0

**Note:** The assessment is completed by a cooperating teacher, college or university supervisor, or faculty member.

3. **Assessment of Content Knowledge on appropriate Praxis Subject Assessments**

The range for awarding points is 0-3 and will be calculated as follows:

<i>Score Range</i>	<i>Points</i>
Meets/Exceeds Montana score	3
At least 90% of Montana score	2
At least 80% of Montana score	1*
Below 80% of Montana score	0



## Montana Score Ranges for Praxis Subject Assessments

Worksheet to determine the Content Knowledge Score for Montana EPP teacher candidates

<b>ART (5134)</b>	
Score Range	Points
<b>158 - 200</b>	3
142-157	2
126-141	1*
<126	0

<b>BIOLOGY (5235)</b>	
Score Range	Points
<b>151 - 200</b>	3
136-150	2
121-135	1*
<121	0

<b>CHEMISTRY (5245)</b>	
Score Range	Points
<b>148 - 200</b>	3
133-147	2
118-132	1*
<118	0

<b>EARTH SCIENCE (5571)</b>	
Score Range	Points
<b>151 - 200</b>	3
136-150	2
121-135	1*
<121	0

<b>EARLY CHILDHOOD EDUCATION (5025)</b>	
Score Range	Points
<b>156 - 200</b>	3
140-155	2
124-139	1*
<124	0

<b>ECONOMICS (5911)</b>	
Score Range	Points
<b>150 - 200</b>	3
135-149	2
120-134	1*
<120	0

<b>ELEMENTARY EDUCATION (5018)</b>	
Score Range	Points
<b>163 - 200</b>	3
146-162	2
130-145	1*
<130	0

<b>ENGLISH LANGUAGE ARTS (5038)</b>	
Score Range	Points
<b>167 - 200</b>	3
150-166	2
133-149	1*
<133	0

<b>FRENCH (5174)</b>	
Score Range	Points
<b>162 - 200</b>	3
146-161	2
130-145	1*
<130	0

<b>GENERAL SCIENCE (5435)</b>	
Score Range	Points
<b>152 - 200</b>	3
136 - 151	2
121-135	1*
<121	0

<b>GENERAL SOCIAL STUDIES (5081)</b>	
Score Range	Points
<b>155 - 200</b>	3
139 - 154	2
124-138	1*
<124	0

<b>GEOGRAPHY (5921)</b>	
Score Range	Points
<b>155 - 200</b>	3
140-154	2
124-139	1*
<124	0

<b>GERMAN (5183)</b>	
Score Range	Points
<b>163 - 200</b>	3
147-162	2
130-146	1*
<130	0

<b>GOVERNMENT (5931)</b>	
Score Range	Points
<b>149 - 200</b>	3
134-148	2
119-133	1*
<119	0

<b>HISTORY (5941)</b>	
Score Range	Points
<b>146 - 200</b>	3
131-145	2
117-130	1*
<117	0

<b>MATHEMATICS (5161)</b>	
Score Range	Points
<b>160 - 200</b>	3
144 - 159	2
128 - 143	1*
<128	0

<b>PHYSICS (5265)</b>	
Score Range	Points
<b>135 - 200</b>	3
122-134	2
108-121	1*
<108	0

<b>SPANISH (5195)</b>	
Score Range	Points
<b>168 - 200</b>	3
151-167	2
134-150	1*
<134	0

<b>TEACHING READING (5204)</b>	
Score Range	Points
<b>159 - 200</b>	3
143-158	2
127-142	1*
<127	0

## **ITEM 10**

### **FUTURE AGENDA ITEMS**