

LICENSING and HIRING 2.0

LICENSE TYPES

There have been significant changes in Utah Law regarding the hiring of **UNLICENSED** educators, which places additional responsibilities on the educators, the principals, and District support personnel. ([Handouts](#))

There are **3** types of Educator Licenses offered by the USBE (Quick Look Form):

1. Professional Educator License
2. Associate Educator License (underqualified)
3. LEA Specific Educator License (underqualified)

APT/ARL /ATP are ending June 2022

LICENSE TYPE cont.

Professional Educator License

- Required for all educators in the state of Utah.
 - At the Secondary level, this means they are endorsed in each area they are assigned to teach.
- A Professional Educator License is an expectation of employment.

Examples –

- Hire a teacher with a Professional Educator License in English to teach all English courses.
- Hire a teacher with a Professional Educator License in art to teach all art courses.
- Hire a teacher with a Professional Educator License in Early Childhood Ed to teach Kindergarten.

LICENSE TYPE cont.

Associate Educator License

- **Temporary license**
 - Educators are required to apply through the USBE.
 - Gives them permission to teach for a maximum of three (3) years.
 - The expectation is they will make yearly progress towards a Professional Educator License.
 - This is the first formal step to getting a Professional Educator License.
 - These educators must take courses in addition to fulfilling their full-time teaching assignment.

Examples-

- An educator with a Professional License in Biology who teaches Chemistry.
- An educator with a Bachelor's degree in Communications is hired to teach at an elementary school.
- Secondary educator with a Professional License who wants to teach at the elementary level and vice versa.

LICENSE TYPE cont.

LEA Specific License

- **Temporary license**
 - Can be issued for an under-qualified teacher who does not have an Associates License. However, educators on this license must be approved by the JSD Board of Education and the USBE annually.

LEA-S are required to be approved annually for a maximum of 3 years.

Examples:

- Hourly Teachers
- CTE with industry experience
- Unable to pass the PRAXIS
- Any underqualified not in an APPEL Program
- Hired to teach without a Bachelor's
- Out of State Professional Licensed

PROFESSIONAL EDUCATOR LICENSE

IT'S LIKE A DRIVER'S LICENSE



School Expectations:

1. Submit hire documentation in Frontline.
2. Assign a school based mentor
3. Complete the JPAS Evaluation - Provisional

District Expectation:

1. Process new hire
2. Connect teachers with resources to ensure teacher success

ASSOCIATE EDUCATOR LICENSE (AEL)

IT'S LIKE A DRIVER'S PERMIT!

School Expectations:



1. Submit hire documentation in Frontline.
2. Assign school based mentor
3. In December-Complete a JPAS Evaluation – Provisional
 - a. Complete interview on 2nd JPAS Evaluation
4. Must sign a One-Year, Temporary Agreement and reapply for their position each year
5. Requires a Professional Learning Plan through approved licensure program
6. Verification of annual progress toward Professional Educator License

ASSOCIATE EDUCATOR LICENSE (AEL) cont.

District Expectations:



1. USBE requirements – [APPEL PLP Plan](#) JSD (Handout) and submitted evidence to HR. (*SpEd is through USBE*)
 - a. Requires 5 Pedagogy Courses
 - b. Requires Content Courses
 - i. Elementary Content
 - ii. Secondary Endorsement
 - c. Requires 16 Competencies Areas to be completed by **school administrator**
 - d. Requires 10 Clinical Experiences Competencies by **school administrator**
 - e. Observations– half day (3 hours) at current school and half day (3 hours) at another school
 - i. Substitute will be paid by District – 0050. Enter leave day reason as APPEL.
 - f. Requires 6 Educator Dispositions
 - g. Teacher may be required to pass a Praxis if needed for endorsement.
 - i. [Foundations of Reading](#) assessment for Elementary –USBE additional requirement as of 9/1/2022
 - h. Complete Pedagogical Performance Assessment Task (PPAT) – *See next slide*
2. Assign District APPEL Coach ([T&L](#))
3. All parties are responsible to monitor and track these educators throughout their APPEL program (3-years)

PEDAGOGICAL PERFORMANCE ASSESSMENT TASK (PPAT)

PPAT – New requirement from USBE as of 9/1/2021

- PPAT is not an Exam, but rather a Portfolio that is submitted through [Educator Testing System \(ETS\)](#)
- Registration is \$300.00
 - One time reimbursement by school upon passing score.
 - Must use TSSA or In Lieu and submit NPO check request to Accounting Department.
- Offered 2 times per year Fall and Spring (February 2, 2022)
- [How it Works Form](#) (Handout)
- 4 Tasks are required and there are scheduled assignment DUE dates
- The assignments are time consuming and a significant amount of work
- Educators will have 3-6 months to complete the PPAT
- There are financial penalties for not turning in assignments on their due dates and also resubmission and review penalties
- 2021-2022= no cut score
- 2022-2023=cut score will be 36

LEA SPECIFIC LICENSE

It's like Driver's Ed

Schools Expectations:

1. Submit hiring documentation in Frontline
2. Assign School Based Mentor
3. JPAS Evaluation - Provisional
4. Sign a One-Year Temporary Agreement
5. Teachers may be required to complete coursework and even a degree prior to getting into an Associate Educator Program

District Expectation:

1. Educator should have bachelor's degree for any licensed position. Exceptions are made by the USBE for CTE positions, where industry experience is acceptable
2. These educators require approval from both the JSD Board of Education and USBE annually
3. Assign an APPEL Coach ([T&L](#))
4. Teachers have a maximum of 3 years to be accepted into an APPEL Program or employment will be discontinued.

CURRENT DISTRICT DATA

Associate License (124)

LEA Specific License (126)

LEA Specific Endorsement (198) *(teaching outside their licensed area)*

Total Under-Qualified (250 License Area/448 Combined)

If this is a temporary (1 Year) assignment they do not need to pursue an endorsement.

Comparison to neighboring District- 36 AEL and no LEA Specific in License Area allowed.

Questions - contact Brittany Bauer -HR Licensing Specialist ext. 88214 brittany.bauer@jordandistrict.org

GENERAL HIRING EXPECTATIONS

POST EARLY-

- Close posit. before scheduling interviews.

INTERVIEW EARLY-

- Same teams - 2+ members, for consistency, equity and liability.
 - Never, never interview alone.
- Interview ALL applicants with a Professional Educator License prior to interviewing under-qualified applicants by [utilizing the Frontline Filters & Pipelines](#).
- Questions -
 - 3 required questions - NEW
 - Select other questions from approved list.
 - Submit new questions to HR

HIRE EARLY-

- Be the SCHOOL OF CHOICE
- Salary Placement - do not “guesstimate/promise”
- Refer to salary estimate form.
- Complete at least 2 reference checks, including the current/previous supervisor.
- Send regret letters/email, [utilizing Frontline email templates](#)
- Follow deadlines - Critical Dates
- Call HR with questions
 - Elementary - Kim Gibson, 801-567-8216
 - Secondary - Ken Auld, 801-567-8215

UNDER-QUALIFIED HIRING EXPECTATIONS

- Required to sign a Temporary, One-Year Agreement AND must reapply for their position each year.
- In February, Principals will receive from HR, an Under-Qualified Educator Employment Status form to complete for each under-qualified educator.
- Option 1: What if I want to rehire a current under-qualified teacher?
 - Complete the Under-Qualified Educator Employment Status form and obtain AOS approval by Feb 15th - AOS to HR by Feb. 25th.
- Option 2: Remaining under-qualified positions will be posted on March 1st in Frontline by HR.
- After March 1st, interview professionally licensed applicants FIRST, utilizing Frontline filters and pipelines..
- Submit requests in Frontline to rehire an under-qualified educator.
- New and current under-qualified applicants CANNOT BE HIRED before MAY 1

Questions?

ENGAGEMENT ACTIVITY

3-2-1

3 - List things you learned about licensing and hiring today.

2 - List things you will implement.

1 - What question do you still have about licensing or hiring?