



# Minnesota Board of Teaching

**TO:** Deans and Chairs  
**FROM:** Erin Doan, Executive Director  
**DATE:** May 2015  
**RE:** Licensure and Program Updates

## Licensure Updates

### **Deadline Extended: Pipeline Candidates Completing Programs Under Former Special Education Rules**

All candidates completing programs under former Special Education Rule **must have fully completed all program requirements prior to January 1, 2015**. Due to the number of proposed changes coming in 2015 legislation, and the number of SPED candidates who are still attempting to pass licensure exams, the deadline for SPED pipeline candidates to be recommended for licensure has been extended. Candidates who completed discontinued SPED programs prior to January 1, 2015 may complete testing and supply passing MTLE scores to be recommended for licensure under the old rule until **May 30, 2016**.

\*After **May 30, 2016** all pipeline candidates will be expected to have completed currently approved special education program requirements.

### **DAPE licensure**

There has been an increasing number of complications for both the approval of DAPE programs and DAPE licensure for out of state candidates since the changes to rule were made in 2012. The Board of Teaching heard from institutions and candidates regarding these issues at its November 14, <sup>2014</sup> meeting. Representatives from MDE Special Education Policy, MN Institutions and candidates provided testimony regarding the need for changes to the licensure rule. The Board of Teaching voted to enter into rulemaking to address the issue at their December 12, 2014 meeting. Rulemaking has been delayed due to the possible implications of proposed legislation. As such, the Board approved a resolution at their May 2015 meeting to:

“allow teacher licensure programs for 8710.5300 SPED: Developmentally Adapted Physical Education, and associated SPED CORE 8710.5000 to substitute the “reading in the content area course” that is required in Board approved “Teachers of Physical Education” programs (8710.4700) to meet the reading requirements for Teachers of Special Education: CORE program requirement of 8710.5000 subpart 3B.”

Please contact Board of Teaching staff with any questions regarding the change.

## **Requested Change to Completing the Licensure Verification Form**

Effective July 1, 2015, licensure certification officers should begin filling out the student teaching/practicum experience portion of the Licensure Verification form. Although always a part of the form itself, this section has not been required for MN approved licensure programs in the recent past, though this information is needed for the applicants licensure file. Many institutions have always included this information, but for some this will seem to be a new process. (Per Minnesota Rule 8700.7600 subpart 3.C.1 -3)

## **Transcripts to Accompany License Applications**

Special Education rule changes in 2012 resulted in programmatic change for many candidates within teacher preparation programs. As it has now been two years since the changes went into effect, Educator Licensing is seeing an increasing number of license recommendations based on pipeline lists. In order to reduce the need for email communication regarding individual applications, licensure officers will need to provide official or unofficial copies of all transcripts that relate to the completion of licensure course work, for each Minnesota licensure application.

## **The requirement to provide transcripts now applies to all licensure fields, effective March 1, 2015.**

Please contact me ([erin.doan@state.mn.us](mailto:erin.doan@state.mn.us)) or Richard Wassen ([richard.wassen@state.mn.us](mailto:richard.wassen@state.mn.us)) with any questions or concerns.

## **Teacher Licensure Testing RFP**

The RFP for teacher licensure testing was published on April 27, 2015 (available on the BOT website licensure exams page). Responses to the RFP are due on May 27, 2015 and the evaluation is anticipated to be completed by June 19, 2015. The Board of Teaching will hear a recommendation from contract services at MDE on behalf of the evaluation committee at their July 10, 2015 meeting to vote on the selection of a vendor for the 2015-2020 contract.

## **Unit and Program Rule changes effective January 1, 2016**

Adopted unit and program rule changes can be located at <http://mn.gov/board-of-teaching/board-operations/initiatives/>. All units and programs must be in compliance by the effective date. Program Effectiveness Reports for Continuing Approval (PERCA) submitted in fall 2015 for re-approval in 2016 must show compliance to the new clinical and student teaching requirements: 100 clinical hours prior to student teaching, and student teaching experience for initial licensure of a minimum of twelve continuous weeks, full time, face to face.

Candidates admitted to licensure programs prior to December 31, 2015 need not be held to meeting the new clinical and student teaching requirements. At the time of application, candidates admitted after December 31, 2015 must evidence meeting the new clinical and student teaching requirements.

## **Requests for Initial Program Approval (RIPA)**

All Requests for Initial Program Approval applications must now be submitted via the Educator Preparation Program Application System (EPPAS). It is recommended that you email Board Staff to inform us when a RIPA application has been submitted. To ensure a timely review for launch the final version of the program application must be submitted by the unit leader in EPPAS 6 months prior to your expected date for launch of the program.

Please also note that nonconventional programs may take additional time as statutory requirements also need to be reviewed. If waiver requests are part of the application, the full Board of Teaching must hear them and act on those requests specifically. Under new rule, nonconventional program applications must be reviewed by the Program Review Panel which will meet annually in February. Therefore, final application must be in EPPAS and ready for review by the Panel by the end of January.