

1.1 **Board of Teaching**

1.2 **Proposed Permanent Rules Relating to Licensure of Teachers with Out-of-State**  
1.3 **Credentials and Technical Changes to Teachers Licenses**

1.4 **8700.7620 TEACHER LICENSURE CANDIDATE ASSESSMENT**  
1.5 **ALTERNATIVES.**

1.6 Subpart 1. **Commissioner's assessment process.** A teacher qualification assessment  
1.7 process established and maintained by the commissioner of education may be authorized  
1.8 by the Board of Teaching for recommending candidates for teacher licensure upon the  
1.9 ~~commissioner's~~ commissioner of education submitting evidence that the process ensures  
1.10 that candidates recommended by the commissioner have demonstrated all qualifications  
1.11 required for the licensure for which they are recommended.

1.12 Subp. 2. ~~Board assessment process~~ **Authorization.** The Board of Teaching may  
1.13 authorize its executive director to ~~recommend candidates~~ sign a recommendation for  
1.14 teacher licensure when the executive director ~~determines~~ confirms that recommended  
1.15 candidates approved through the commissioner of education's assessment process have  
1.16 demonstrated all qualifications for the licensure for which they are recommended.

1.17 Subp. 3. ~~Written agreement~~ **Annual report.** Authorizations provided under subpart  
1.18 1 or 2 shall be documented through a written ~~statement of specifications and conditions~~  
1.19 ~~under which the board grants the specified authority to recommend.~~ Those conditions  
1.20 shall include regular reporting to the board regarding licensure recommendations provided  
1.21 ~~under those authorizations~~ annual report to the board.

1.22 Subp. 4. **Licensure by portfolio review.** An eligible applicant may use licensure  
1.23 by portfolio to obtain an initial professional teaching license or to add a licensure field,  
1.24 consistent with applicable Board of Teaching licensure rules.

1.25 Subp. 5. **Criteria for application.**

2.1 A. An applicant who has not completed a teacher preparation program may  
2.2 apply for a professional license through portfolio review under Minnesota Statutes,  
2.3 section 122A.21, if:

2.4 (1) the applicant has not been enrolled in a teacher preparation program  
2.5 within the three years immediately prior to the date of the application;

2.6 (2) the applicant has at least two years of experience as a teacher of record  
2.7 in the licensure field and age/grade range of the licensure sought;

2.8 (3) the applicant has the equivalent of a major in the content field of  
2.9 licensure sought with a GPA greater than 2.5 on a 4.0 scale; and

2.10 (4) the applicant holds, at a minimum, a bachelor's degree from a college or  
2.11 university located in the United States that is regionally accredited by the Higher Learning  
2.12 Commission or by the regional association for accreditation of colleges and secondary  
2.13 schools. The requirement for a bachelor's degree shall be waived for an applicant in the  
2.14 career and technical fields under parts 8710.8010 to 8710.8080 if the employing district  
2.15 verifies that the individual has completed specific training for and at least four years  
2.16 of full-time employment or the equivalent in an occupation of the employment field to  
2.17 be taught.

2.18 B. An applicant who has completed a teacher training program may apply for a  
2.19 professional license through portfolio review for the licensure requirements cited as not  
2.20 met in the initial review of that applicant's Minnesota licensure application if:

2.21 (1) the applicant has at least one year of experience as a classroom teacher  
2.22 in the licensure area applying for; and

2.23 (2) the applicant holds, at a minimum, a bachelor's degree from a college or  
2.24 university located in the United States that is regionally accredited by the Higher Learning

3.1 Commission or by the regional association for accreditation of colleges and secondary  
3.2 schools as shown by a college transcript; and

3.3 (3) the applicant applied for Minnesota licensure and did not successfully  
3.4 document all requirements for a Minnesota professional five-year teaching license or  
3.5 initial professional one-year teaching license.

3.6 C. An applicant must provide documentation to show meeting requirements  
3.7 for a professional five-year teaching license under part 8710.2000 and specific content  
3.8 for the licensure area being sought under parts 8710.3000 to 8710.8080. Documents that  
3.9 provide the required information include:

3.10 (1) transcript, syllabi of college coursework, or both;

3.11 (2) subject-specific high-quality professional development, as defined  
3.12 under section ..... of ESSA;

3.13 (3) professional contributions to the field;

3.14 (4) classroom performance as determined by student growth on criterion  
3.15 referenced assessments; or

3.16 (5) documented effectiveness on a teacher performance evaluation.

3.17 Subp. 6. **Submission timelines.**

3.18 A. An applicant must submit a letter of intent to the Department of Education  
3.19 30 days prior to submission of a portfolio application.

3.20 B. A portfolio application prepared according to published guidelines must be  
3.21 submitted between 30 and 150 days after intent is received by the Department of Education.

3.22 C. Onetime resubmission of any portfolio application must occur within 60  
3.23 days of receiving a licensing determination.

4.1 Subp. 7. **Appeal.** An applicant who is denied a professional teaching license by the  
4.2 Board of Teaching may appeal the board's decision under part 8710.0900 and Minnesota  
4.3 Statutes, chapter 14.

4.4 **8710.0310 ISSUANCE, RENEWAL, AND VALIDITY OF ALL LICENSES.**

4.5 Subpart 1. **Definitions.**

4.6 A. For the purposes of this part, the terms in this subpart have the meanings  
4.7 given them.

4.8 B. "Certified program documentation" means a certified document from a  
4.9 state-approved teacher preparation program or higher education institution that identifies  
4.10 the candidate's teacher training. It must include the titles, focus, or both, and duration of  
4.11 the coursework and the comprehensive program.

4.12 C. "Classroom teacher" means a teacher of record responsible for the planning,  
4.13 instruction, and assessment of students in a classroom who is authorized to grant students  
4.14 credit for meeting standards attributed to the content taught. Classroom teacher does not  
4.15 include teachers licensed in related services.

4.16 D. "Classroom teaching license" means a nonvocational license valid to teach  
4.17 early childhood, elementary grades, secondary school subjects, kindergarten to grade  
4.18 12 subjects, or a secondary vocational license based on degree requirements in home  
4.19 economics education, industrial education, agriculture education, business education,  
4.20 or marketing education. Classroom teaching license does not mean limited licenses,  
4.21 initial licenses, intern licenses, adult basic education licenses, family or parent education  
4.22 licenses, postsecondary vocational licenses or secondary vocational licenses based upon  
4.23 criteria other than degree requirements, industrial education, agriculture education,  
4.24 business education, or marketing education; school psychologists, school counselors,  
4.25 school social workers, school nurses, recreation personnel, school administrators, school

5.1 business officers, community education directors, special education directors, or secondary  
5.2 vocational directors; or supervisors.

5.3 E. "Field specific methods" means pedagogical training specific to the licensure  
5.4 area being sought.

5.5 F. "Qualified mentor" means the individual responsible for the mentorship,  
5.6 including providing support and feedback, of the classroom teacher or teacher candidate,  
5.7 who has classroom teaching experience and is licensed in a similar licensure area or is  
5.8 a licensed administrator.

5.9 G. "Qualified supervisor" means the individual responsible for the supervision  
5.10 and evaluation of the classroom teacher or teacher candidate, who has classroom teaching  
5.11 experience and is licensed in a similar licensure area or is a licensed administrator.

5.12 H. "Teacher candidate" means an individual enrolled in a teacher preparation  
5.13 program.

5.14 I. "Teacher preparation program" means a program approved by the state where  
5.15 the program resides that trains candidates in educational pedagogy and content-specific  
5.16 pedagogy for students from birth to grade 12.

5.17 J. "Trained" means completion of a state-approved teacher preparation program  
5.18 as verified by the state-approved program provider.

5.19 Subp. 2. **Teaching licenses, in general.** Licenses shall be granted by the Board of  
5.20 Teaching to applicants who meet all requirements of applicable statutes and rules.

5.21 An applicant must qualify separately for each licensure area for which application is  
5.22 made and provide evidence of satisfactory completion of a program in the licensure area  
5.23 which has been approved by the Board of Teaching. A license becomes valid on the date  
5.24 issued by the personnel licensing section and expires on June 30 of the expiration year.

5.25 Subp. 3. **Professional license.**

6.1 A. The board shall issue a professional five-year teaching license that is  
6.2 renewable to an applicant who meets the following requirements:

6.3 (1) recommendation by a state-approved teacher preparation program;

6.4 (2) a passing score as determined by the board on a nationally recognized  
6.5 skills exam last adopted by the board in the following areas:

6.6 (a) college and career ready math skills;

6.7 (b) college and career ready reading skills; and

6.8 (c) college and career ready writing skills;

6.9 (3) a passing score as determined by the board on a pedagogy exam last  
6.10 adopted by the board in the areas specific to the scope of the license being sought; and

6.11 (4) demonstration of depth of content knowledge through a passing score  
6.12 as determined by the board on a content exam last adopted by the board in the areas  
6.13 specific to the content of the license being sought.

6.14 B. Classroom teachers with a Minnesota full professional license must complete  
6.15 teacher renewal conditions every five years upon renewal of a license listed in parts  
6.16 8710.7000 to 8710.7200.

6.17 Subp. 4. **Initial professional license.**

6.18 A. The board shall issue a one-year initial professional license that is renewable  
6.19 three times to applicants who have completed a Minnesota-approved teacher preparation  
6.20 program, but have not passed any or all of board-adopted skills, pedagogy, or content  
6.21 exams.

6.22 B. Classroom teachers with an initial professional license renewal must  
6.23 demonstrate progress toward a professional five-year teaching license each year requesting  
6.24 a renewal of the initial professional license.

7.1 Subp. 5. **Preliminary license.** The board shall issue a two-year preliminary license  
7.2 that is not renewable to an applicant who meets the following requirements:

7.3 A. enrollment in an alternative or nonconventional teacher preparation program  
7.4 requiring a residency model;

7.5 B. holding, at a minimum, a bachelor's degree from a college or university  
7.6 located in the United States that is regionally accredited by the Higher Learning  
7.7 Commission or by the regional association for accreditation of colleges and secondary  
7.8 schools with a minimum GPA of 3.0 on a 4.0 scale, as shown on a college transcript; and

7.9 C. demonstration of depth of content knowledge by:

7.10 (1) a passing score, as determined by the board, on a content exam last  
7.11 adopted by the board, in the content area of assignment; or

7.12 (2) a minimum of 24 semester credits in the content area of assignment.

7.13 Subp. 6. **Short-call substitute teacher license.**

7.14 A. A district may use a substitute for 15 or more consecutive days if that  
7.15 individual holds a valid Minnesota teaching license for the assignment. For less than 15  
7.16 days in one assignment, the district may hire a short-call substitute. A short-call substitute  
7.17 shall either hold a valid Minnesota teaching license or be issued a short-call substitute  
7.18 license under item B.

7.19 B. The board may issue a two-year, renewable short-call substitute teacher  
7.20 license if the applicant holds the minimum of a bachelor's degree from a college or  
7.21 university located in the United States that is regionally accredited by the Higher Learning  
7.22 Commission or by the regional association for accreditation of colleges and secondary  
7.23 schools as shown by a college transcript. The requirement for a bachelor's degree may be  
7.24 waived for applicants in the career and technical fields under parts 8710.8010 to 8710.8080  
7.25 if the employing district verifies that the individual has completed specific training for

8.1 and at least four years of full-time employment or the equivalent in an occupation of the  
8.2 employment field to be taught.

8.3 Subp. 7. **Lifetime substitute license.** The board must issue a lifetime substitute  
8.4 license that does not expire for an applicant who:

8.5 A. held a valid Minnesota teaching license;

8.6 B. was a classroom teacher for more than ten years; and

8.7 C. has retired from teaching, as shown by collection of retirement benefits.

8.8 A license shall bear the date of issue and the date of expiration, and, if renewable,  
8.9 may be renewed on or after January 1 in the year of expiration upon application and  
8.10 meeting renewal requirements. A license shall expire if it is not renewed by July 1 in the  
8.11 year of expiration.

8.12 Subp. 8. **Teaching permissions, in general.** Permission to teach must be granted by  
8.13 the Board of Teaching to applicants who otherwise meet the requirements of applicable  
8.14 statutes and rules, if requested and demonstrated by the designated administrator of the  
8.15 hiring district.

8.16 A license becomes valid on the date issued by the personnel licensing section and  
8.17 expires on June 30 of the expiration year.

8.18 Subp. 9. **Nonrenewable permission.** The board must issue a three-year permission  
8.19 that is not renewable to an individual if requested by the hiring district's designated  
8.20 administrator who documents in writing to the board that:

8.21 A. the position was posted for at least 30 days on the board-approved job posting  
8.22 site and no qualified individual licensed in the content field applied for the position;

8.23 B. the applicant holds, at a minimum, a bachelor's degree from a college or  
8.24 university located in the United States that is regionally accredited by the Higher Learning

9.1 Commission or by the regional association for accreditation of colleges and secondary  
9.2 schools as evidenced by a college transcript;

9.3 C. the individual demonstrates depth of content knowledge by showing:

9.4 (1) a passing score, as determined by the board, on a content exam last  
9.5 adopted by the board, in content area of assignment; or

9.6 (2) a minimum of 24 semester credits in content area of assignment;

9.7 D. the district shall provide a minimum of a one-year mentorship induction  
9.8 program with a qualified mentor; and

9.9 E. the individual is currently enrolled in a state-approved teacher preparation  
9.10 program in the licensure area of the position.

9.11 Subp. 10. **Provisional permission.**

9.12 A. The board must grant two-year provisional permission that is renewable  
9.13 to a licensed teacher if requested by the hiring district's designated administrator who  
9.14 documents in writing to the board that:

9.15 (1) the applicant has a classroom teaching license in another content field;

9.16 (2) the designated position is a shortage area, defined as an inadequate  
9.17 supply of licensed personnel in a given licensure area as determined by the commissioner  
9.18 of education;

9.19 (3) the position was posted for at least 30 days on the board-approved  
9.20 job posting site and no qualified individual licensed in the content field applied for the  
9.21 position; and

9.22 (4) if a renewal, the applicant is actively participating in professional  
9.23 development, coursework, or both, in the content field related to the licensure area for  
9.24 which the provisional permission was granted.

10.1 B. To renew provisional permission, the hiring district must show  
10.2 documentation meeting the requirements in item A.

10.3 Subp. 11. Emergency permission.

10.4 A. The board must grant one-year emergency permission that is renewable  
10.5 to individuals who do not have a teaching license if requested by the hiring district's  
10.6 designated administrator who documents in writing to the board that:

10.7 (1) the designated position is a shortage area, defined as an inadequate  
10.8 supply of licensed personnel in a given licensure area as determined by the commissioner;

10.9 (2) the position was posted for at least 30 days on the board-approved job  
10.10 posting site and no qualified individual licensed in the content field applied for the position;

10.11 (3) the district shall provide the individual with a qualified mentor; and

10.12 (4) the applicant holds, at a minimum, a bachelor's degree from a college or  
10.13 university located in the United States that is regionally accredited by the Higher Learning  
10.14 Commission or by the regional association for accreditation of colleges and secondary  
10.15 schools, as evidenced by a college transcript. The requirement for a bachelor's degree  
10.16 shall be waived for applicants in the career and technical fields under parts 8710.8010  
10.17 to 8710.8080 if the employing district verifies that the individual has completed specific  
10.18 training for and at least four years of full-time employment or the equivalent in an  
10.19 occupation of the employment field to be taught.

10.20 B. To renew an emergency permission, the hiring district's designated  
10.21 administrator must document in writing to the board that the district:

10.22 (1) made reasonable efforts to fill the position with an individual with  
10.23 a full, initial, or provisional license; and

10.24 (2) provided professional development for the individual in the licensure  
10.25 area of the position.

11.1 Subp. 12. **Nonlicensed community expert permission.** The board may grant  
11.2 one-year nonlicensed community expert permission that is renewable to an individual  
11.3 who does not have a teaching license if requested by the hiring district's designated  
11.4 administrator who documents in writing to the board:

11.5 A. reasonable justification that a nonlicensed community expert better meets the  
11.6 requirements of the position than an individual with a Minnesota teaching license; and

11.7 B. that the applicant has expertise in the content field of the position.

11.8 Subp. 13. **Waiver permission.** The board may grant one-year waiver permission  
11.9 that is renewable to a licensed teacher to teach in an experimental program if requested by  
11.10 the hiring district's designated administrator who documents in writing to the board:

11.11 A. the experimental nature of the program and supporting research; and

11.12 B. the support provided to a teacher teaching outside that teacher's licensure area.

11.13 Subp. 14. **Personnel variance permission.** The board may grant one-year personnel  
11.14 variance permission that is renewable three times to a licensed teacher to teach outside of  
11.15 that teacher's licensure area, if requested by the hiring district's designated administrator  
11.16 who documents in writing to the board that:

11.17 A. the position was posted for at least 30 days on the board-approved job posting  
11.18 site and no qualified individual licensed in the content field applied for the position;

11.19 B. the individual holds a valid Minnesota teaching license; and

11.20 C. the district shall provide the individual with a qualified mentor.

11.21 Subp. 15. **Addition of professional license.** When a licensure area is added to a  
11.22 professional license in effect, the expiration date is the date previously established for  
11.23 the professional license in effect.

12.1 Subp. 16. **Multiple expiration dates.** If the licensee has completed and verified the  
12.2 professional license renewal requirements, a licensee may renew a year early for the  
12.3 purpose of correlating the expiration dates of professional licenses held.

12.4 Subp. 17. **Renewal of professional license.** A professional license shall be renewed  
12.5 upon application according to parts 8710.7000 to 8710.7200.

12.6 Subp. 18. **Appeal.** An applicant from another state who is denied a professional  
12.7 teaching license by the board may appeal the board's decision under part 8710.0900 and  
12.8 Minnesota Statutes, chapter 14.

12.9 Subp. 19. **Emergencies.** If a person documents an emergency that prevents the  
12.10 person from completing rule requirements in order to continue to be licensed in that field,  
12.11 or if a school district or charter school documents an emergency for which no additional  
12.12 temporary limited licenses or personnel variances are permitted by rule, the board may  
12.13 take action to grant an emergency extension of time. Upon receiving an application for an  
12.14 extension of time, the board shall consider whether an extension of time shall be granted  
12.15 based on documentation of the emergency.

12.16 Subp. 20. **Corrections.** A license issued in error to a person who does not qualify  
12.17 for the license shall be corrected without charge to the licensee and the corrections shall  
12.18 be made without a hearing under part 8710.0900 and Minnesota Statutes, chapter 14. A  
12.19 license issued in error is not valid.

12.20 Subp. 21. **Annual review.** By September 1 of each year, the board shall issue an  
12.21 annual report summarizing the previous fiscal year's temporary limited licenses, personnel  
12.22 variances, waivers, and permissions to hire nonlicensed community experts, organized  
12.23 by licensure field and by school district or charter school.

12.24 **8710.7000 DUTY OF LICENSEE TO RENEW.**

12.25 It shall be the responsibility of the person seeking the renewal of a ~~continuing or~~  
12.26 professional teaching license to comply with licensure renewal requirements in part

13.1 8710.7100 and to submit the application, appropriate verification, and other supporting  
13.2 materials to the local continuing education/relicensure committee, in accordance with  
13.3 procedures and due dates established by that committee under part 8710.7200.

13.4 **8710.7100 ~~ISSUANCE AND RENEWAL OF PROFESSIONAL TEACHING~~**  
13.5 **LICENSES.**

13.6 Subpart 1. **Scope.** This part applies to persons who have held entrance professional  
13.7 licenses and are seeking to ~~obtain first professional licenses or to renew continuing or~~  
13.8 professional licenses issued by the board of Teaching, except continuing licenses valid  
13.9 only for substitute teaching.

13.10 Subp. 1a. **Professional five-year teaching license.** A teacher renewing a professional  
13.11 five-year teaching license shall meet the requirements of parts 7810.7000 to 8710.7200.

13.12 Subp. 1b. **Professional teaching license.** A teacher renewing a one-year initial  
13.13 professional teaching license shall meet the requirements of part 8710.0310, subpart  
13.14 4, item A.

13.15 Subp. 1c. **Renewal.**

13.16 A. The board shall renew the professional five-year teaching license of an  
13.17 applicant who is not employed in public schools and who has not been employed in a  
13.18 position requiring Minnesota licensure at any time during the school year immediately  
13.19 preceding the date of expiration, if one of the following is submitted:

13.20 (1) verification by a local continuing education committee that the applicant  
13.21 has met renewal requirements for the professional license during the five-year period  
13.22 immediately preceding the application; or

13.23 (2) an official college transcript showing that the applicant earned at least  
13.24 12 quarter or eight semester hours of credit, applicable to the licensure field or fields,  
13.25 during the five-year period immediately preceding the application.

14.1 B. If a requirement under item A is not met, a one-year extension of the expired  
14.2 professional license may be granted based on written documentation that the applicant  
14.3 has been offered a position contingent upon holding a valid license. An extension under  
14.4 this item expires on June 30 of the school year for which the license is issued and is  
14.5 nonrenewable. In order to qualify for a professional license after the one-year extension,  
14.6 the applicant shall provide written documentation that the renewal requirements for the  
14.7 professional license under item A, subitem (1), have been met.

14.8 Subp. 2. **Renewal of professional licenses to substitute teach only.** An applicant  
14.9 who holds or has held a valid ~~entrance, continuing, or~~ professional license to teach issued  
14.10 by the board of Teaching shall be granted a five-year license for short-call substitute  
14.11 teaching. This subpart also applies to an applicant who holds or has held a license to teach  
14.12 issued by another state if that license was issued based on completion of baccalaureate or  
14.13 postbaccalaureate degree or completion of a teacher preparation programs program.

14.14 Subp. 3. ~~Renewal of professional license~~ **Application and validity period.** A  
14.15 license renewal period begins on July 1 of the year of expiration. An application for renewal  
14.16 is accepted for processing by the Department of Education after January 1 of the year of  
14.17 expiration. A valid professional license shall be renewed for a subsequent period of five  
14.18 years when an applicant presents verification by the local continuing education/relicensure  
14.19 committee that the applicant has, within the past five years, successfully completed at least  
14.20 125 clock hours of professional development as specified in part 8710.7200.

14.21 **8710.7200 CLOCK HOURS; REQUIREMENTS FOR RENEWAL OF**  
14.22 **PROFESSIONAL LICENSES.**

14.23 Subpart 1. **Definition.** "Clock hour" means an hour of actual instruction, or planned  
14.24 group or individual professional development activity as approved by the local continuing  
14.25 education/relicensure committee.

15.1           Subp. 2. **Renewal clock hours.** Verification by the local continuing  
15.2 education/relicensure committee that the applicant has completed 125 approved clock  
15.3 hours is required for renewal. Instruction and professional development activities meet  
15.4 requirements to renew licenses only if they address one or more of the standards in part  
15.5 8710.2000. Effective for renewal of professional licenses which expire on June 30, 2001,  
15.6 and after, applicants must include in their 125 clock hours instruction or other professional  
15.7 development activities which address positive behavioral intervention strategies and  
15.8 accommodation, modification, and adaptation of curriculum, materials, and instruction  
15.9 to appropriately meet the needs of varied students in achieving graduation standards.  
15.10 Effective for renewal of professional licenses which expire on June 30, 2004, and after,  
15.11 applicants must also include in their 125 clock hours instruction or other professional  
15.12 development activities which evidence further reading preparation, consistent with  
15.13 Minnesota Statutes, section 122A.06, subdivision 4. Effective for renewal of professional  
15.14 licenses which expire on June 30, 2005, and after, applicants must also include in their  
15.15 125 clock hours instruction or other professional development activities which address  
15.16 further preparation in understanding the key warning signs of early-onset mental illnesses  
15.17 in children and adolescents which may include depressed mood, excessive fears and  
15.18 anxieties, changes in behavior and performance, failure to develop peer relationships,  
15.19 impaired concentration and thinking, suicidal gestures, the potential connection to  
15.20 substance use, and knowledge of steps to be taken if such warning signs are observed.  
15.21 Effective for renewal of professional licenses that expire on June 30, 2012, and thereafter,  
15.22 applicants must also include in their 125-clock hours instruction or other professional  
15.23 development activities that integrate technology effectively with student learning to  
15.24 increase engagement and student achievement.

15.25           Subp. 3. **Categories for clock hour allocation.** Verification of completion of  
15.26 experiences must be submitted by the applicant to the local committee. Clock hours must  
15.27 be earned in two or more of the categories in items A to I:

- 16.1           A. relevant coursework completed at accredited colleges and universities;
- 16.2           B. educational workshops, conferences, institutes, seminars, or lectures in  
16.3 areas appropriate to licenses held;
- 16.4           C. staff development activities, inservice meetings, and courses;
- 16.5           D. site, district, regional, state, national, or international curriculum  
16.6 development;
- 16.7           E. engagement in formal peer coaching or mentorship relationships with  
16.8 colleagues that addresses one or more of the standards in part 8710.2000;
- 16.9           F. professional service in the following areas:
- 16.10                 (1) supervision of clinical experiences of persons enrolled in teacher  
16.11 preparation programs;
- 16.12                 (2) participation on national, state, and local committees involved with  
16.13 licensure, teacher education, or professional standards; or
- 16.14                 (3) participation in national, regional, or state accreditation;
- 16.15           G. leadership experiences in the following areas:
- 16.16                 (1) development of new or broader skills and sensitivities to the school,  
16.17 community, or profession;
- 16.18                 (2) publication of professional articles in a professional journal in an  
16.19 appropriate field; or
- 16.20                 (3) volunteer work in professional organizations related to the areas of  
16.21 licensure held;
- 16.22           H. opportunities to enhance knowledge and understanding of diverse  
16.23 educational settings in the following areas:

17.1 (1) experiences with students of another age, ability, culture, or  
17.2 socioeconomic level; or

17.3 (2) systematic, purposeful observation during visits to schools and to  
17.4 related business and industry; and

17.5 I. preapproved travel or work experience:

17.6 (1) travel for purposes of improving instructional capabilities related to  
17.7 the field of licensure; or

17.8 (2) work experience in business or industry appropriate to the field of  
17.9 licensure.

17.10 Subp. 3a. **Requirements.** To renew a professional five-year teaching license, a  
17.11 teacher must comply with Minnesota Statutes, section 122A.09, subdivision 4, paragraphs  
17.12 (e), (g), (i), (k), (l), (m), and (n).

17.13 Subp. 4. **Maximum allocation.** Effective for all experiences completed after June  
17.14 30, 2000, the local continuing education/relicensure committee shall grant clock hours on  
17.15 the following basis:

17.16 A. Relevant coursework under subpart 3, item A, must be granted 16 clock  
17.17 hours for each quarter credit earned, and 24 clock hours for each semester credit earned.

17.18 B. Successful completion of activities under subpart 3, items B to I, must be  
17.19 granted one clock hour for each hour of participation with the following exceptions:

17.20 (1) Supervision of clinical experiences of persons enrolled in teacher  
17.21 licensure programs for one quarter equals 16 clock hours or one semester equals 24 clock  
17.22 hours. No more than 30 clock hours may be granted in a five-year relicensure period  
17.23 for supervision.

17.24 (2) One week of preapproved travel or work experience for purposes of  
17.25 improving instructional capabilities equals ten clock hours. No more than 30 clock hours

18.1 may be granted in a five-year relicensure period for travel or work experience. The limit of  
18.2 30 clock hours may be waived when the local committee determines that the preapproved  
18.3 travel or work experience is critical to the teacher's advanced or current skills for the  
18.4 teacher's assignment; for example, travel to experience language or cultural immersion  
18.5 by a teacher of world language.

18.6       Subp. 5. **Exception for national board certification.** A local continuing education  
18.7 committee shall accept verification that a teacher is actively engaged in and making  
18.8 progress toward National Board of Professional Standards Certification or other national  
18.9 professional teaching certification approved by the Board of Teaching at the time of renewal  
18.10 as equivalent to fulfilling all clock hour requirements for continuing license renewal. A  
18.11 local continuing education committee shall accept verification that a teacher has earned  
18.12 National Board or other approved certification as equivalent to all clock hour requirements  
18.13 during the life of the certificate. If the certificate expires during the five-year renewal  
18.14 period, the local committee shall prorate hours completed under this exception and require  
18.15 completion of a prorated number of clock hours for the years the certificate is not in effect.

18.16       Subp. 6. **Exception for local option.** The Board of Teaching shall approve requests  
18.17 submitted by local committees that, through their school district master contracts or other  
18.18 official agreements between the local school board and its teachers, wish to substitute  
18.19 development and implementation of individualized professional development plans for  
18.20 some or all of the clock hour requirements for renewal of continuing licenses, provided  
18.21 that each individualized professional development plan:

18.22               A. is designed primarily to enhance the teacher's ability to effect increased  
18.23 student learning;

18.24               B. focuses on standards in part 8710.2000 and specific content knowledge  
18.25 required for the teacher's assignment;

19.1 C. includes management and monitoring of student learning, including positive  
19.2 behavioral interventions and adaptation and modification of curriculum, instruction, and  
19.3 assessment to assist varied student learners in achieving graduation standards;

19.4 D. includes a focus on research-based best practice;

19.5 E. identifies the procedures and criteria by which successful development and  
19.6 implementation of the individualized professional development plan will be validated and  
19.7 communicated with the local continuing education committee; and

19.8 F. requires that each teacher's individualized professional development plan  
19.9 equal or exceed 125 hours of professional development activities during the five-year  
19.10 period.

19.11 Subp. 7. **Experience for clock hour credit.** Except for subpart 3, item H, subitem (1),  
19.12 teaching experiences for which licensure is required shall not qualify for clock hour credit.

19.13 Subp. 8. **Period for earning clock hours.** An applicant requesting renewal of a  
19.14 license to teach must earn a minimum of 125 clock hours during each five-year period  
19.15 preceding application for licensure renewal. An applicant may not bank clock hours for  
19.16 purposes of relicensure, but clock hours earned after an application for renewal has been  
19.17 submitted may be applied to the next renewal period.

19.18 Subp. 9. **School staff development.** Instruction and professional development  
19.19 activities provided by a school may be included among the clock hours in this part.

19.20 Subp. 10. **Renewal of license for two or more areas.** An applicant who seeks  
19.21 renewal of a continuing license for two or more areas should allocate at least 30 clock  
19.22 hours to each of the licensure areas for a total of no fewer than 125 clock hours, with  
19.23 priority given to work in areas where the candidate is employed during the licensure  
19.24 period. An applicant who holds an administrative license or licenses may allocate clock  
19.25 hours for the renewal of teaching licensure under this subpart.

20.1 Subp. 11. **Denial of clock hours.** A local committee shall not grant clock hours for  
20.2 experiences that are primarily for personal rather than professional improvement or for  
20.3 experiences that duplicate other granted clock hour experiences without new or enhanced  
20.4 professional development value.

20.5 **REPEALER.** Minnesota Rules, parts 8710.0300, subparts 1, 1a, 2, 2a, 2b, 3, 5, 6, 7, 8, 9,  
20.6 10, and 11; 8710.0600; 8710.1000; 8710.1050; 8710.1250; 8710.1400; and 8710.1410, are  
20.7 repealed.