

## Renewal Requirements for Tiered Licensure

In 2017, Minnesota adopted new laws changing teacher licensure renewal requirements. Minnesota teachers may begin applying for licensure renewal starting Jan. 1, 2019. Before applying for renewal, Minnesota teachers should complete all licensure renewal requirements.

To help facilitate the renewal process, PELSB is providing the following guidance for individuals, relicensure committees, and school districts about the changes in licensure renewal requirements.

If you have questions about the requirements, please contact Keile LaMotte at [keile.lamotte@state.mn.us](mailto:keile.lamotte@state.mn.us).

### Sections in this document:

[Guidance for Individual Teachers Regarding Renewal Requirements](#)

[Guidance for Districts and Relicensure Committees Regarding Renewal Requirements](#)

[Specific Requirements by Each License Tier](#)

# Guidance for Individual Teachers Regarding Renewal Requirements

Please note: Individuals will renew their licenses through [PELSB's current online license system](#).

- **Cultural Competency Training**
  - For the academic year 2018-2019, cultural competency training is required **only for Tier 1 license renewals**
    - All other licenses expiring in 2019 are not required to complete cultural competency training.
  - Cultural competency training is required for all individuals with licenses expiring in 2020 or afterward.
- **Summative Evaluations**
  - Under [Minn. Stat. § 122A.187](#), Tier 3 and Tier 4 license holders have the option of submitting their summative evaluation of their individual growth and development plan in place of:
    - Cultural competency training; and
    - Meeting the needs of English Language Learners.
  - Individuals should submit their summative evaluation and development plan to their local re-licensure committee if they choose this option.
- **Licenses expiring on June 30, 2019**
  - Individuals holding a five-year standard license that expires in 2019 may begin applying for license renewal beginning Jan. 1, 2019. The five-year standard license will automatically convert to a Tier 4 license upon renewal.
  - One-year standard licenses will need to be converted to a tiered license upon renewal.
    - PELSB will provide additional information about the processes for one-year standard license renewals in December 2018.
  - Individuals will renew their licenses through [PELSB's current online license system](#).
- **Suicide Prevention Training**
  - All currently licensed teachers are required to complete one hour of suicide prevention training.
  - [PELSB adopted criteria for the content of suicide prevention training in March 2018](#).
  - Individuals whose licenses expire in 2019 *and* completed suicide prevention training prior to March 2018 do not need to complete the additional content requirements.
    - The additional content requirements for suicide prevention training that PELSB approved are required for all other license renewals.
- **Renewal Requirements that Individuals No Longer Need to Meet**
  - Reflective statement of professional accomplishment and assessment of professional growth no longer required after July 1, 2017.
  - Technology training is no longer required after July 1, 2018.
  - Accommodations training is no longer required after July 1, 2018.

# Guidance for Districts and Relicensure Committees Regarding Renewal Requirements

- **Cultural Competency Training** must include the following elements in a format fostering self-reflection and discussion where the focus is on deepening the teacher’s own frames of reference, potential bias in these frames, and the impact of these frames on students, students’ families, and the school communities:
  - Racial, cultural, and socioeconomic groups;
  - American Indian and Alaskan native students;
  - Religious diversity;
  - Gender identity, including transgender students;
  - Sexual orientation;
  - Language diversity;
  - Individuals with disabilities and mental health concerns; and
  - Systemic racism.
- **Suicide Prevention Training**
  - All currently licensed teachers are required to complete one hour of suicide prevention training.
  - [PELSB adopted criteria for the content of suicide prevention training in March 2018.](#)
  - Individuals whose licenses expire in 2019 *and* completed suicide prevention training prior to March 2018 do not need to complete the additional content requirements.
  - The additional content requirements for suicide prevention training that PELSB approved are required for all other license renewals.
- **Reading Renewal**
  - In October 2018, PELSB established a subcommittee to review reading renewal requirement criteria needed for relicensure.
  - PELSB will provide ongoing communication regarding the reading renewal requirements as the criteria are developed.
- **Related Services**
  - As established in statute, related service professionals are not required to meet the reading renewal requirements.
  - However, related service professionals must meet other renewal requirements, which can be found in PELSB administrative rules:
    - [Speech-Language Pathologist](#)
    - [School Nurse](#)
    - [School Psychologist](#)
    - [School Social Work](#)
    - [School Counselor](#)

## Specific Requirements by Each License Tier

Each licensure tier has different renewal requirements. For Tier 1 and Tier 2 licenses, both the hiring district and license holder must provide evidence for renewal. For Tier 3 and Tier 4 licenses, the license holder must provide evidence for renewal.

Renewal requirements include:

- **Tier 1**
  - **The hiring district must meet** job posting requirements required for the Tier 1 license application.
  - **The hiring district must show** the license holder participated in:
    - Cultural competency training (*see Cultural Competency Training requirements on page 2*);
    - A mentorship program aligned to definition in Board rule; and
    - An evaluation aligned with the district's teacher development and evaluation model.
  - **The license holder must attempt** the Minnesota Teacher Licensure Examinations (MTLE) content examination aligned to the assignment, if applicable, during the academic year.
- **Tier 2**
  - **The hiring district must show** the license holder participated in:
    - Cultural competency training (*required for individuals with licenses expiring in 2020 and after; see page 2 for more details*); and
    - An evaluation aligned with the district's teacher development and evaluation model.
  - **For Tier 2 license holders enrolled in a board-approved teacher preparation program**, the provider must certify that meaningful progress, as defined by the provider, has been made toward completion of the program.
- **Tier 3**
  - The license holder must complete:
    - Verification by the local continuing education/relicensure committee of completion of 75 approved clock hours.
    - Evidence of professional reflection and growth in best practices, including but not limited to:
      - Cultural competency training (*required for individuals with licenses expiring in 2020 and after; see page 2 for more details*); and
      - District-approved training in meeting the needs of English learners that has job-embedded opportunities for learning and practice and aligns with Interstate Teacher Assessment and Support Consortium (InTASC) standards for English learners.
    - Evidence of professional development in:
      - Positive behavior intervention strategies;
      - Reading preparation (*more details coming soon; see page 2*);
      - Mental illness training; and

- At least one hour of suicide prevention training (*see Suicide Prevention Training requirements on page 2*).
  - **Tier 4**
    - The license holder must complete:
      - Verification by the local continuing education/relicensure committee of completion of 125 approved clock hours.
      - Evidence of professional reflection and growth in best practices, including but not limited to:
        - Cultural competency training (*required for individuals with licenses and expiring in 2020 and after; see page 2 for more details*); and
        - District-approved training in meeting the needs of English learners that has job-embedded opportunities for learning and practice and aligns with Interstate Teacher Assessment and Support Consortium (InTASC) standards for English learners.
      - Evidence of professional development in:
        - Positive behavior intervention strategies;
        - Reading preparation (*more details coming soon; see page 3*);
        - Mental illness training; and
        - At least one hour of suicide prevention training (*see Suicide Prevention Training requirements on page 2*).