

1.1 **Professional Educator Licensing and Standards Board**

1.2 **Proposed Permanent Rules Relating to Issuance, Renewal, and Validity of Teaching**
1.3 **Licenses; Licensure of Teachers with Out-of-State Credentials; and Technical Changes**
1.4 **to Teaching Licenses**

1.5 **8710.0310 DEFINITIONS AND GENERAL RULES FOR TEACHING LICENSES.**

1.6 **Subpart 1. Definitions.**

1.7 A. For the purposes of parts 8710.0310 to 8710.0330, the terms in this subpart
1.8 have the meanings given them.

1.9 B. "Board" means the Professional Educator Licensing and Standards Board.

1.10 C. "Classroom teacher" or "teacher of record" means an individual who holds a
1.11 teaching license issued by the board; is responsible for the planning, instruction, and
1.12 assessment of students in a classroom; and who is authorized to grant students credit for
1.13 meeting standards attributed to the content taught. For related services positions, a classroom
1.14 teacher or teacher of record means an individual holding a Tier 3 or 4 license who is directly
1.15 responsible for student services aligned to their licensure area.

1.16 D. "Cultural competency training" means a training program that promotes
1.17 self-reflection and discussion on all of the following topics: racial, cultural, and
1.18 socioeconomic groups; American Indian students; implicit bias; systemic racism; gender
1.19 identity, including transgender students; sexual orientation; language diversity; and
1.20 individuals with disabilities. Training programs must be designed to increase teachers'
1.21 understanding of these topics and their ability to implement this knowledge with students,
1.22 families, and the school community, consistent with Minnesota Statutes, section 120B.30,
1.23 subdivision 1, paragraph (q).

1.24 E. "District" means a school district or a charter school.

1.25 F. "Good cause" means an applicant is unable to meet the requirements of a higher
1.26 licensure tier due to the lack of a reasonable path to a higher licensure tier or the path to a

2.1 higher licensure tier causes an undue burden on the applicant, as approved or denied by the
2.2 board.

2.3 G. "Innovative program" means a school within a district that is either a
2.4 state-approved area learning center or alternative learning program or provides a school
2.5 board resolution designating the school as an innovative program, including the reason for
2.6 the designation.

2.7 H. "Professional license from another state" means a teaching license from a state
2.8 other than Minnesota that can be renewed indefinitely and allows the individual to be the
2.9 teacher of record based on completion of a teacher preparation program from another state
2.10 or licensure via a portfolio process in another state aligned to part 8710.0330 and Minnesota
2.11 Statutes, section 122A.18, subdivision 10.

2.12 I. "Student teaching" means a minimum of 12 weeks when an individual enrolled
2.13 in a teacher preparation program assumes teacher responsibilities while working with a
2.14 cooperating teacher who holds a Tier 3 or 4 license in the subject area and a provider
2.15 supervisor to practice and demonstrate the necessary development of the individual's
2.16 knowledge, skills, and dispositions to become a teacher. A student teaching experience
2.17 includes observation, feedback, and evaluation from the cooperating teacher and provider
2.18 supervisor.

2.19 J. "Teacher preparation program" means a program approved by the board or the
2.20 state where the program resides that trains candidates in educational pedagogy and
2.21 content-specific pedagogy for any subset of the scope of licensure for students from birth
2.22 to 21 years of age.

2.23 K. "Teaching license" or "teacher license" means a license that permits an
2.24 individual to be teacher of record. This includes Tier 1, Tier 2, Tier 3, and Tier 4 licenses
2.25 issued under parts 8710.0311 to 8710.0314.

3.1 Subp. 2. **Teaching licenses, in general.**

3.2 A. Teaching licenses must be granted by the board to applicants who meet all
3.3 requirements of applicable statutes and rules.

3.4 B. An applicant must qualify separately for each licensure area for which an
3.5 application is made.

3.6 C. A license becomes valid on the date issued by the board and expires on June
3.7 30 of the expiration year.

3.8 D. The board must request a criminal history background check be performed by
3.9 the Bureau of Criminal Apprehension consistent with Minnesota Statutes, section 122A.18,
3.10 subdivision 8, upon an individual applying for a teaching license for the first time. Upon
3.11 renewal of a teaching license, the board must perform a new background check on the
3.12 license holder with the CLEAR background check system if a background check has not
3.13 been completed on the license holder within the last five years.

3.14 Subp. 3. **Addition to a Tier 3 or 4 license.** When a licensure area is added to a Tier
3.15 3 or 4 license issued under parts 8710.0313 and 8710.0314, the expiration date is the date
3.16 previously established for the Tier 3 or 4 license in effect.

3.17 Subp. 4. **Movement between tiers.** Teachers may apply to obtain a license in a higher
3.18 licensure tier at any time after the requirements for the higher tier have been met. The teacher
3.19 must be granted the license under a higher tier upon review and approval by the board
3.20 pursuant to the rules established for the license sought. Applicants may obtain a license in
3.21 a lower licensure tier only if they hold a Tier 2 license in one content area and a district
3.22 requests to hire the applicant for a different content area in which the applicant does not
3.23 meet the requirements for a Tier 2 license.

3.24 Subp. 5. **Multiple expiration dates.** If a license holder has completed and verified
3.25 the renewal requirements for a currently held Tier 3 or 4 license issued under parts 8710.0313

4.1 and 8710.0314, the license holder may renew a currently held Tier 3 or 4 license up to one
4.2 year before the expiration date for the purpose of consolidating multiple expiration dates
4.3 of any Tier 3 or 4 licenses held into one expiration date. The consolidation of multiple
4.4 expiration dates must be consolidated within a single tier.

4.5 Subp. 6. **Appeal.** An applicant who is denied a teaching license by the board or who
4.6 is issued a license under a different licensure tier than what was sought may appeal the
4.7 board's decision under part 8710.0900 and Minnesota Statutes, chapter 14, and section
4.8 122A.188.

4.9 Subp. 7. **Licenses issued in error.** A license issued in error to a person who does not
4.10 qualify for the license must be corrected without charge to the license holder, and the
4.11 corrections must be made without a hearing under part 8710.0900 and Minnesota Statutes,
4.12 chapter 14. A license issued in error is not valid.

4.13 Subp. 8. **Report.** The board must issue an annual report by September 1 that
4.14 summarizes the previous fiscal year's Tier 1, 2, 3, and 4 licenses and out-of-field and
4.15 innovative program permissions, organized by licensure field and by district.

4.16 **8710.0311 TIER 1 LICENSE.**

4.17 Subpart 1. **Purpose.** If a district is unable to fill an open position with a teacher holding
4.18 a Tier 2, 3, or 4 license, a Tier 1 license must be issued, consistent with this part, to an
4.19 applicant who does not hold a Tier 2, 3, or 4 license on behalf of a district request. A Tier
4.20 1 license authorizes the license holder to teach within the requesting district and the specific
4.21 licensure field in the application.

4.22 Subp. 2. **Requirements.** The board must issue a Tier 1 license to an applicant upon
4.23 request by the designated administrator of the hiring district. The applicant must initiate the
4.24 application process and meet the requirements of this subpart.

4.25 A. **The applicant must:**

5.1 (1) hold the minimum of a bachelor's degree from a college or university
5.2 located in the United States that is regionally accredited by the Higher Learning Commission
5.3 or by the regional association for accreditation of colleges and secondary schools, as shown
5.4 by a college transcript;

5.5 (2) hold a credential from outside the United States that is equivalent to a
5.6 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
5.7 approved by the National Association of Credential Evaluation Services or other
5.8 board-approved credential evaluation service; or

5.9 (3) for applicants in career and technical education fields and career pathway
5.10 courses of study, have one of the following:

5.11 (a) five years of relevant work experience aligned to the assignment;

5.12 (b) an associate's degree aligned to the assignment; or

5.13 (c) a professional certification aligned to the assignment from an approved
5.14 certifying organization.

5.15 B. The hiring district must show:

5.16 (1) the position was posted for at least 15 days on the board-approved
5.17 statewide job board; and

5.18 (2) one of the following:

5.19 (a) no Tier 2, 3, or 4 licensed individuals applied for the position;

5.20 (b) no Tier 2, 3, or 4 licensed applicants accepted the position; or

5.21 (c) all Tier 2, 3, or 4 licensed applicants had a record of disciplinary
5.22 action with the board.

6.1 If the hiring district cannot meet the requirements of item B, the district must provide
6.2 justification to be reviewed by the board for approval or denial. The justification must
6.3 include why no Tier 2, 3, or 4 licensed applicant was acceptable for the position. Failure
6.4 by a district to provide justification constitutes grounds for the board to deny a request for
6.5 a Tier 1 license, at the sole discretion of the board.

6.6 C. The hiring district must affirm the applicant:

6.7 (1) will participate in a mentorship program aligned to board-adopted criteria;

6.8 (2) will participate in an evaluation aligned to the district's teacher
6.9 development and evaluation model under Minnesota Statutes, section 122A.40, subdivision
6.10 8, or 122A.41, subdivision 5, or, if the statutory models are not practicable, to another
6.11 identified district-aligned evaluation; and

6.12 (3) has the necessary skills and knowledge to teach in the content field aligned
6.13 to the assignment.

6.14 D. The board must complete a criminal background check on the applicant.

6.15 E. A committee of board staff designated by the board must review applications
6.16 requesting emergency placements under this subpart within two business days. The committee
6.17 may immediately issue a Tier 1 license based on board-adopted criteria pending review by
6.18 the board. The board must review applications after the position has been posted on the
6.19 board-approved statewide job board for 15 days.

6.20 Subp. 3. **Duration.** A Tier 1 license is valid for up to one year and expires on June
6.21 30 of the expiration year.

6.22 Subp. 4. **First renewal.** To renew a Tier 1 license for the first time, the applicant must
6.23 initiate the renewal application process, and the hiring district must meet the requirements
6.24 of this subpart.

7.1 A. The hiring district must show that the position was posted for at least 60 days
7.2 on the board-approved statewide job board. If an applicant accepts the position but later
7.3 turns it down, the hiring district must repost the position for 15 days.

7.4 B. The hiring district must show one of the following:

7.5 (1) no Tier 2, 3, or 4 licensed individuals applied for the position;

7.6 (2) no Tier 2, 3, or 4 licensed applicants accepted the position; or

7.7 (3) all Tier 2, 3, or 4 licensed applicants had a record of disciplinary action
7.8 with the board.

7.9 If the hiring district cannot meet the requirements of items A and B, the district must provide
7.10 justification to be reviewed by the board for approval or denial. The justification must
7.11 include why no Tier 2, 3, or 4 licensed applicant was acceptable for the position. Failure
7.12 by a district to provide justification constitutes grounds for the board to deny a request for
7.13 a Tier 1 renewal, at the sole discretion of the board.

7.14 C. The hiring district must show the applicant attempted the board-approved
7.15 content examination aligned to the assignment during the academic year in which the
7.16 applicant held a Tier 1 license. Any licensure area that does not have a board-approved
7.17 content examination is exempt from this requirement.

7.18 D. The hiring district must show the applicant participated in cultural competency
7.19 training aligned to board-adopted criteria.

7.20 E. The hiring district must report to the board the following:

7.21 (1) whether the applicant completed mentorship aligned to board-adopted
7.22 criteria in the previous year; and

7.23 (2) the outcome of the applicant's evaluation in the previous year.

8.1 F. The board must complete a criminal background check on the applicant, if
8.2 applicable.

8.3 G. A committee of board staff designated by the board must review applications
8.4 requesting emergency placements under this subpart within two business days. The committee
8.5 may immediately issue a Tier 1 license based on board-adopted criteria pending review by
8.6 the board. The board must review applications after the position has been posted on the
8.7 board-approved statewide job board for 15 days.

8.8 Subp. 5. **Second and third renewals.** To renew a Tier 1 license for the second or
8.9 third time, the applicant must initiate the renewal application process, and the hiring district
8.10 must meet the requirements of this subpart.

8.11 A. The hiring district must show that the position was posted for at least 60 days
8.12 on the board-approved statewide job board. If an applicant accepts the position but later
8.13 turns it down, the hiring district must repost the position for 15 days.

8.14 B. The hiring district must show one of the following:

8.15 (1) no Tier 2, 3, or 4 licensed individuals applied for the position;

8.16 (2) no Tier 2, 3, or 4 licensed applicants accepted the position; or

8.17 (3) all Tier 2, 3, or 4 licensed applicants had a record of disciplinary action
8.18 with the board.

8.19 If the hiring district cannot meet the requirements of items A and B, the district must provide
8.20 justification to be reviewed by the board for approval or denial. The justification must
8.21 include why no Tier 2, 3, or 4 licensed applicant was acceptable for the position. Failure
8.22 by a district to provide justification constitutes grounds for the board to deny a request for
8.23 a Tier 1 renewal, at the sole discretion of the board.

8.24 C. The hiring district must report to the board the following:

9.1 (1) whether the applicant completed mentorship aligned to board-adopted
9.2 criteria in the previous year; and

9.3 (2) the outcome of the applicant's evaluation in the previous year.

9.4 D. The board must complete a criminal background check on the applicant, if
9.5 applicable.

9.6 E. A committee of board staff designated by the board must review applications
9.7 requesting emergency placements under this subpart within two business days. The committee
9.8 may immediately issue a Tier 1 license based on board-adopted criteria pending review by
9.9 the board. The board must review applications after the position has been posted on the
9.10 board-approved statewide job board for 15 days.

9.11 Subp. 6. **Additional renewals.** To renew a Tier 1 license more than three times, the
9.12 applicant must initiate the renewal application process, and the hiring district must meet
9.13 the requirements of this subpart.

9.14 A. The hiring district must show that the position was posted for at least 60 days
9.15 on the board-approved statewide job board. If an applicant accepts the position but later
9.16 turns it down, the hiring district must repost the position for 15 days.

9.17 B. The hiring district must show one of the following:

9.18 (1) no Tier 2, 3, or 4 licensed individuals applied for the position;

9.19 (2) no Tier 2, 3, or 4 licensed applicants accepted the position; or

9.20 (3) all Tier 2, 3, or 4 licensed applicants had a record of disciplinary action
9.21 with the board.

9.22 If the hiring district cannot meet the requirements of items A and B, the district must provide
9.23 justification to be reviewed by the board for approval or denial. The justification must
9.24 include why no Tier 2, 3, or 4 licensed applicant was acceptable for the position. Failure

10.1 by a district to provide justification constitutes grounds for the board to deny a request for
10.2 a Tier 1 renewal, at the sole discretion of the board.

10.3 C. The hiring district must show one of the following:

10.4 (1) the Tier 1 teacher is teaching in a career and technical education field or
10.5 career pathway course of study; or

10.6 (2) the Tier 1 teacher is teaching in a licensure area identified as a shortage
10.7 area as defined in Minnesota Statutes, section 122A.06, subdivision 6.

10.8 If the hiring district cannot meet the requirements of item C, the district must provide good
10.9 cause justification for why the applicant should receive additional Tier 1 renewals. The
10.10 good cause justification must include why the applicant has not obtained a license in a higher
10.11 licensure tier. Failure by a district to provide good cause justification constitutes grounds
10.12 for the board to deny a request for additional Tier 1 renewals, at the sole discretion of the
10.13 board.

10.14 D. The hiring district must report to the board the following:

10.15 (1) whether the applicant completed mentorship aligned to board-adopted
10.16 criteria in the previous year; and

10.17 (2) the outcome of the applicant's evaluation in the previous year.

10.18 E. The board must complete a criminal background check on the applicant, if
10.19 applicable.

10.20 F. A committee of board staff designated by the board must review applications
10.21 requesting emergency placements under this subpart within two business days. The committee
10.22 may immediately issue a Tier 1 license based on board-adopted criteria pending review by
10.23 the board. The board must review applications after the position has been posted on the
10.24 board-approved statewide job board for 15 days.

11.1 Subp. 7. **Related services exclusion.** Tier 1 licenses do not apply to related services
11.2 positions under parts 8710.6000 to 8710.6400.

11.3 Subp. 8. **Position change.** If a Tier 1 license holder moves to another position within
11.4 a district or to another district, prior to the expiration of the Tier 1 license, the license holder
11.5 must initiate a new application, including paying the application fee, and the hiring district
11.6 must meet the requirements under subpart 2 for the new position. The applicant is not
11.7 required to complete a new background check by the board. The Tier 1 license issued by
11.8 the board under this subpart is considered a new license, not a renewal under subparts 4 to
11.9 6.

11.10 **8710.0312 TIER 2 LICENSE.**

11.11 Subpart 1. **Purpose.** A Tier 2 license must be issued, consistent with this part, to an
11.12 applicant on behalf of a district request. A Tier 2 license authorizes the license holder to
11.13 teach within the requesting district and the specific licensure field in the application.

11.14 Subp. 2. **Requirements.** The board must issue a Tier 2 license to an applicant upon
11.15 request by the designated administrator of the hiring district. The applicant must initiate the
11.16 application process and must meet the requirements of this subpart.

11.17 A. The applicant must:

11.18 (1) hold the minimum of a bachelor's degree from a college or university
11.19 located in the United States that is regionally accredited by the Higher Learning Commission
11.20 or by the regional association for accreditation of colleges and secondary schools, as shown
11.21 by a college transcript;

11.22 (2) hold a credential from outside the United States that is equivalent to a
11.23 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
11.24 approved by the National Association of Credential Evaluation Services or other
11.25 board-approved credential evaluation service; or

12.1 (3) for applicants in career and technical education fields and career pathway
12.2 courses of study, have one of the following:

12.3 (a) five years of relevant work experience aligned to the assignment;

12.4 (b) an associate's degree aligned to the assignment; or

12.5 (c) a professional certification aligned to the assignment from an approved
12.6 certifying organization.

12.7 B. The applicant must:

12.8 (1) be enrolled in a board-approved teacher preparation program aligned to
12.9 the assignment;

12.10 (2) hold a master's degree aligned to the assignment from a college or
12.11 university located in the United States that is regionally accredited by the Higher Learning
12.12 Commission or by the regional association for accreditation of colleges and secondary
12.13 schools, as shown by a college transcript; or

12.14 (3) show completion of two of the following:

12.15 (a) at least eight upper division or graduate-level credits aligned to the
12.16 assignment;

12.17 (b) field-specific methods in a state-approved teacher preparation program
12.18 aligned to the assignment;

12.19 (c) at least two years of experience teaching as the teacher of record
12.20 aligned to the assignment;

12.21 (d) board-adopted pedagogy and content examinations with passing
12.22 scores; or

12.23 (e) a state-approved teacher preparation program.

13.1 C. The hiring district must affirm the applicant will participate in:

13.2 (1) a mentorship program aligned to board-adopted criteria; and

13.3 (2) an evaluation aligned to the district's teacher development and evaluation
13.4 model under Minnesota Statutes, section 122A.40, subdivision 8, or 122A.41, subdivision
13.5 5, or, if the statutory models are not practicable, to another identified district-aligned
13.6 evaluation.

13.7 D. The board must complete a criminal background check on the applicant.

13.8 Subp. 3. **Duration.** A Tier 2 license is valid for up to two years and expires on June
13.9 30 of the expiration year.

13.10 Subp. 4. **First renewal.** To renew a Tier 2 license for the first time, the applicant must
13.11 initiate the renewal application process, and the requirements of this subpart must be met.

13.12 A. The hiring district must show the applicant participated in cultural competency
13.13 training aligned to board-adopted criteria.

13.14 B. The hiring district must report to the board the following:

13.15 (1) whether the applicant completed mentorship aligned to board-adopted
13.16 criteria in the previous year; and

13.17 (2) the outcome of the applicant's evaluation in the previous year.

13.18 C. If the applicant holds a Tier 2 license while enrolled in a board-approved teacher
13.19 preparation program, the provider must certify that meaningful progress, as defined by the
13.20 provider, has been made toward completion of the program. If no meaningful progress has
13.21 been made, the board must deem the applicant not to be enrolled in a teacher preparation
13.22 program unless the applicant provides justification to the board for failing to make meaningful
13.23 progress.

14.1 D. The board must complete a criminal background check on the applicant, if
14.2 applicable.

14.3 Subp. 5. **Second and third renewals.** To renew a Tier 2 license for the second or
14.4 third time, the applicant must initiate the renewal application process, and the requirements
14.5 of this subpart must be met.

14.6 A. The hiring district must report to the board the following:

14.7 (1) whether the applicant completed mentorship aligned to board-adopted
14.8 criteria in the previous year; and

14.9 (2) the outcome of the applicant's evaluation in the previous year.

14.10 B. If the applicant holds a Tier 2 license while enrolled in a board-approved teacher
14.11 preparation program, the provider must certify that meaningful progress, as defined by the
14.12 provider, has been made toward completion of the program. If no meaningful progress has
14.13 been made, the board must deem the applicant not to be enrolled in a teacher preparation
14.14 program unless the applicant provides justification to the board for failing to make meaningful
14.15 progress.

14.16 C. The board must complete a criminal background check on the applicant, if
14.17 applicable.

14.18 Subp. 6. **Additional renewals.** To renew a Tier 2 license more than three times, the
14.19 applicant must initiate the renewal application process, and the requirements of this subpart
14.20 must be met.

14.21 A. The hiring district must show:

14.22 (1) the applicant participated in an evaluation aligned to the district's teacher
14.23 development and evaluation model under Minnesota Statutes, section 122A.40, subdivision

15.1 8, or 122A.41, subdivision 5, or, if the statutory models are not practicable, to another
15.2 identified district-aligned evaluation; and

15.3 (2) good cause justification for why the applicant should receive additional
15.4 Tier 2 renewals. The good cause justification must include why the applicant has not obtained
15.5 a Tier 3 license. Failure by a district to provide good cause justification constitutes grounds
15.6 for the board to deny a request for additional Tier 2 renewals, at the sole discretion of the
15.7 board.

15.8 B. The board must complete a criminal background check on the applicant, if
15.9 applicable.

15.10 Subp. 7. **Related services exclusion.** Tier 2 licenses do not apply to related services
15.11 positions under parts 8710.6000 to 8710.6400.

15.12 Subp. 8. **Position change.** If a Tier 2 license holder moves to another position within
15.13 a district or to another district, prior to the expiration of the Tier 2 license, the license holder
15.14 must initiate a new application, including paying the application fee, and the hiring district
15.15 must meet the requirements under subpart 2 for the new position. The applicant is not
15.16 required to complete a new background check by the board. The Tier 2 license issued by
15.17 the board under this subpart is considered a new license, not a renewal under subparts 4 to
15.18 6.

15.19 **8710.0313 TIER 3 LICENSE.**

15.20 Subpart 1. **Purpose.** A Tier 3 license must be issued to an applicant, consistent with
15.21 this part, aligned to the scope and field of the applicant's training and experience. A Tier 3
15.22 license authorizes the license holder to teach within the specific licensure field.

15.23 Subp. 2. **Requirements.** The board must issue a Tier 3 license if the applicant meets
15.24 all of the requirements of this subpart.

15.25 A. The applicant must:

16.1 (1) hold the minimum of a bachelor's degree from a college or university
16.2 located in the United States that is regionally accredited by the Higher Learning Commission
16.3 or by the regional association for accreditation of colleges and secondary schools, as shown
16.4 by a college transcript;

16.5 (2) hold a credential from outside the United States that is equivalent to a
16.6 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
16.7 approved by the National Association of Credential Evaluation Services or other
16.8 board-approved credential evaluation service; or

16.9 (3) for applicants in career and technical education fields and career pathway
16.10 courses of study, have one of the following:

16.11 (a) five years of relevant work experience aligned to the licensure area
16.12 sought;

16.13 (b) an associate's degree aligned to the licensure area sought; or

16.14 (c) a professional certification aligned to the licensure area sought from
16.15 an approved certifying organization.

16.16 B. The applicant must obtain passing scores on the board-approved pedagogy and
16.17 content examinations aligned to the licensure area sought.

16.18 C. The applicant must show one of the following:

16.19 (1) completion of a preparation program approved in another state aligned
16.20 to the licensure area sought that included field-specific student teaching equivalent to
16.21 field-specific student teaching in Minnesota-approved teacher preparation programs. The
16.22 applicant is exempt from field-specific student teaching if the applicant has at least two
16.23 years of field-specific experience teaching as the teacher of record;

17.1 (2) completion of a board-approved Minnesota conventional, nonconventional,
17.2 or alternative teacher preparation program aligned to the licensure area sought. The board
17.3 must accept certifications in related services positions under parts 8710.6000 to 8710.6400
17.4 in lieu of completion of a board-approved teacher preparation program;

17.5 (3) recommendation for licensure via portfolio application aligned to the
17.6 licensure area sought; or

17.7 (4) possession of a valid professional license from another state in good
17.8 standing aligned to the licensure area sought with at least two years of experience teaching
17.9 as the teacher of record aligned to the licensure area sought.

17.10 D. The board must complete a criminal background check on the applicant.

17.11 Subp. 3. Tier 3 alternative pathway.

17.12 A. A teacher holding a Tier 2 license may obtain a Tier 3 license if the teacher:

17.13 (1) meets the requirements of subpart 2, items A, B, and D;

17.14 (2) has at least three years of experience teaching as the teacher of record
17.15 aligned to the licensure area sought under a Tier 2 license; and

17.16 (3) presents evidence of summative teacher evaluations that did not result in
17.17 placing or otherwise keeping the teacher on an improvement process aligned to the district's
17.18 teacher development and evaluation plan.

17.19 B. To renew for the first time a Tier 3 license obtained under item A, the teacher
17.20 must demonstrate to the board that the standards of effective practice under part 8710.2000
17.21 have been met. Demonstration of meeting the standards of effective practice must include
17.22 one of the following:

17.23 (1) standards of effective practice coursework or experiences through a teacher
17.24 preparation provider;

18.1 (2) passing scores on a board-adopted teacher performance assessment;

18.2 (3) professional growth and development aligned to the standards of effective
18.3 practice and signed by the individual responsible for the supervision of the teacher; or

18.4 (4) other qualifications as determined by the board.

18.5 Subp. 4. **Duration.** A Tier 3 license is valid for up to three years and expires on June
18.6 30 of the expiration year.

18.7 Subp. 5. **Renewal.** A Tier 3 license may be renewed an unlimited number of times.
18.8 To renew a Tier 3 license, the applicant must complete:

18.9 A. a criminal background check through the board, if applicable; and

18.10 B. board-approved licensure renewal requirements, including obtaining approval
18.11 from the applicant's local continuing education/relicensure committee, under parts 8710.7100
18.12 and 8710.7200 and Minnesota Statutes, section, 122A.187, subdivision 3.

18.13 Subp. 6. **Restrictions.**

18.14 A. An applicant whose content training or experience does not align to a currently
18.15 approved Minnesota license, but for which past rules have been adopted, and who meets
18.16 all other requirements of subpart 2, must be issued a Tier 3 license restricted to the scope
18.17 and licensure area of the applicant's content training or experience.

18.18 B. Applicants with content training or experience within two grade levels of a
18.19 currently approved Minnesota licensure scope must be granted the full scope of the Minnesota
18.20 license.

18.21 C. Applicants with certification from an Association Montessori Internationale
18.22 or American Montessori Society training center must be issued a Tier 3 license restricted
18.23 to a Montessori setting.

19.1 **8710.0314 TIER 4 LICENSE.**

19.2 Subpart 1. Purpose. A Tier 4 license authorizes the license holder, consistent with
19.3 this part, to teach in the field and scope aligned to the license holder's preparation. A Tier
19.4 4 license indicates the license holder has had at least three years of experience in Minnesota
19.5 within the field and scope of licensure and completed the professional development
19.6 requirements mandated by statute.

19.7 Subp. 2. Requirements. The board must issue a Tier 4 license if the applicant meets
19.8 all of the requirements of this subpart.

19.9 A. The applicant must:

19.10 (1) hold the minimum of a bachelor's degree from a college or university
19.11 located in the United States that is regionally accredited by the Higher Learning Commission
19.12 or by the regional association for accreditation of colleges and secondary schools, as shown
19.13 by a college transcript;

19.14 (2) hold a credential from outside the United States that is equivalent to a
19.15 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
19.16 approved by the National Association of Credential Evaluation Services or other
19.17 board-approved credential evaluation service; or

19.18 (3) for applicants in career and technical education fields and career pathway
19.19 courses of study, have one of the following:

19.20 (a) five years of relevant work experience aligned to the licensure area
19.21 sought;

19.22 (b) an associate's degree aligned to the licensure area sought; or

19.23 (c) a professional certification aligned to the licensure area sought from
19.24 an approved certifying organization.

20.1 B. The applicant must have completed one of the following:

20.2 (1) a board-approved conventional, nonconventional, or alternative teacher
20.3 preparation program aligned to the licensure area sought. The board must accept certifications
20.4 in related services positions under parts 8710.6000 to 8710.6400 in lieu of completion of a
20.5 board-approved teacher preparation program; or

20.6 (2) a preparation program approved in another state aligned to the licensure
20.7 area sought that included field-specific student teaching equivalent to field-specific student
20.8 teaching in Minnesota-approved teacher preparation programs. The applicant is exempt
20.9 from field-specific student teaching if the applicant has at least two years of field-specific
20.10 experience teaching as the teacher of record.

20.11 C. The applicant must obtain passing scores on the board-approved skills,
20.12 pedagogy, and content examinations aligned to the licensure area sought.

20.13 D. The applicant must have at least three years of experience teaching in Minnesota
20.14 as the teacher of record.

20.15 E. The applicant's most recent summative evaluation must not have resulted in
20.16 placing or otherwise keeping the teacher in an improvement process aligned to the district's
20.17 teacher development and evaluation plan.

20.18 Subp. 3. **Adding a Tier 4 license.** To add an additional Tier 4 license, the applicant
20.19 must show evidence of meeting the requirements of subpart 2, item C, and part 8710.0313,
20.20 subpart 2, item C, subitem (1), (2), or (3), in the licensure area sought.

20.21 Subp. 4. **Duration.** A Tier 4 license is valid for up to five years and expires on June
20.22 30 of the expiration year.

20.23 Subp. 5. **Renewal.** A Tier 4 license may be renewed an unlimited number of times.
20.24 To renew a Tier 4 license, the applicant must complete:

21.1 A. a criminal background check through the board; and

21.2 B. board-approved licensure renewal requirements, including obtaining approval
21.3 from the applicant's local continuing education/relicensure committee, under parts 8710.7100
21.4 and 8710.7200 and Minnesota Statutes, section 122A.187, subdivision 3.

21.5 Subp. 6. **Restrictions.**

21.6 A. An applicant whose content training or experience does not align to a currently
21.7 approved Minnesota license, but for which past rules have been adopted, and who meets
21.8 all other requirements of this part must be issued a Tier 4 license restricted to the scope and
21.9 licensure area of the applicant's content training or experience.

21.10 B. Applicants with content training or experience within two grade levels of a
21.11 currently approved Minnesota licensure scope must be granted the full scope of the Minnesota
21.12 license.

21.13 **8710.0320 OUT-OF-FIELD PERMISSION.**

21.14 Subpart 1. **Purpose.** An out-of-field permission authorizes a teacher holding a Tier
21.15 3 or 4 license, consistent with this part, to teach in a field not aligned with the Tier 3 or 4
21.16 license.

21.17 Subp. 2. **Requirements.** The board must issue an out-of-field permission upon request
21.18 by the designated administrator of the hiring district. The applicant must initiate the
21.19 application process, and the hiring district must show:

21.20 A. the applicant holds a Tier 3 or 4 license;

21.21 B. the applicant holds a license other than for a related services position under
21.22 parts 8710.6000 to 8710.6400;

21.23 C. the applicant approves the request;

22.1 D. the position was posted for at least 15 days on the board-approved statewide
22.2 job board; and

22.3 E. one of the following:

22.4 (1) no teachers who hold Tier 3 or 4 licenses in the assignment applied for
22.5 the position;

22.6 (2) no teachers who hold Tier 3 or 4 licenses in the assignment accepted the
22.7 position; or

22.8 (3) all Tier 3 or 4 licensed teachers aligned to the assignment had a record
22.9 of disciplinary action with the board.

22.10 If the hiring district cannot meet the requirements of items D and E, the district must provide
22.11 justification to be reviewed by the board for approval or denial. The justification must
22.12 include why no Tier 3 or 4 licensed teacher aligned to the assignment was acceptable for
22.13 the position. Failure by a district to provide justification constitutes grounds for the board
22.14 to deny a request for an out-of-field permission, at the sole discretion of the board.

22.15 F. A committee of board staff designated by the board must review applications
22.16 requesting emergency placements under this subpart within two business days. The committee
22.17 may immediately issue an out-of-field permission based on board-adopted criteria pending
22.18 review by the board. The board must review applications after the position has been posted
22.19 on the board-approved statewide job board for 15 days.

22.20 Subp. 3. **Duration.** An out-of-field permission is valid for up to one year and expires
22.21 on June 30 of the expiration year.

22.22 Subp. 4. **Renewal.** An out-of-field permission may be renewed four times. To renew
22.23 an out-of-field permission, the applicant must initiate the application process, and the hiring
22.24 district must show:

- 23.1 A. the applicant approves the request;
- 23.2 B. the position was posted for at least 60 days on the board-approved statewide
23.3 job board. If an applicant accepts the position but later turns it down, the hiring district must
23.4 repost the position for 15 days; and
- 23.5 C. one of the following:
- 23.6 (1) no teachers who hold Tier 3 or 4 licenses in the assignment applied for
23.7 the position;
- 23.8 (2) no teachers who hold Tier 3 or 4 licenses in the assignment accepted the
23.9 position; or
- 23.10 (3) all Tier 3 or 4 licensed teachers aligned to the assignment had a record
23.11 of disciplinary action with the board.
- 23.12 If the hiring district cannot meet the requirements of items B and C, the district must provide
23.13 justification to be reviewed by the board for approval or denial. The justification must
23.14 include why no Tier 3 or 4 licensed teacher aligned to the assignment was acceptable for
23.15 the position. Failure by a district to provide justification constitutes grounds for the board
23.16 to deny a request for an out-of-field permission, at the sole discretion of the board.
- 23.17 D. A committee of board staff designated by the board must review applications
23.18 requesting emergency placements under this subpart within two business days. The committee
23.19 may immediately issue an out-of-field permission based on board-adopted criteria pending
23.20 review by the board. The board must review applications after the position has been posted
23.21 on the board-approved statewide job board for 15 days.
- 23.22 Subp. 5. **Additional renewals.** To renew an out-of-field permission more than four
23.23 times, the hiring district must provide good cause justification for why the applicant should
23.24 receive additional out-of-field permission renewals. The good cause justification must
23.25 include why the applicant has not obtained a Tier 3 or 4 license in the field for which the

24.1 out-of-field permission was issued. Failure by a district to provide a good cause justification
24.2 constitutes grounds for the board to deny a request for additional out-of-field permission
24.3 renewals, at the sole discretion of the board.

24.4 Subp. 6. **Limitations and exceptions.**

24.5 A. An individual cannot hold an out-of-field permission to work in a related
24.6 services position.

24.7 B. An out-of-field permission is limited to the licensure area and the district for
24.8 which it was granted.

24.9 C. An out-of-field permission granted for a summer school position may be
24.10 renewed an unlimited number of times.

24.11 **8710.0321 INNOVATIVE PROGRAM PERMISSION.**

24.12 Subpart 1. **Purpose.** An innovative program permission authorizes a licensed teacher,
24.13 consistent with this part, to teach multiple fields within an established innovative program.

24.14 Subp. 2. **Requirements.** The board must issue an innovative program permission
24.15 upon request by the designated administrator of the hiring district. The applicant must initiate
24.16 the application process, and the hiring district must show:

24.17 A. the applicant holds a Tier 3 or 4 license; and

24.18 B. the teaching assignment is within an innovative program.

24.19 Subp. 3. **Duration.** An innovative program permission is valid for up to one year and
24.20 expires on June 30 of the expiration year.

24.21 Subp. 4. **Renewal.** An innovative program permission may be renewed an unlimited
24.22 number of times.

25.1 **8710.0325 SHORT-CALL SUBSTITUTE LICENSE.**

25.2 Subpart 1. Purpose. A short-call substitute license authorizes the license holder to
25.3 replace the same classroom teacher for no more than 15 consecutive school days.

25.4 Subp. 2. Requirements. The board must issue a short-call substitute license to an
25.5 applicant who meets the requirements of this subpart.

25.6 A. The applicant must:

25.7 (1) hold the minimum of a bachelor's degree from a college or university
25.8 located in the United States that is regionally accredited by the Higher Learning Commission
25.9 or by the regional association for accreditation of colleges and secondary schools, as shown
25.10 by a college transcript;

25.11 (2) hold a credential from outside the United States that is equivalent to a
25.12 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
25.13 approved by the National Association of Credential Evaluation Services or other
25.14 board-approved credential evaluation service;

25.15 (3) for applicants in career and technical education fields and career pathway
25.16 courses of study, have one of the following:

25.17 (a) five years of relevant work experience aligned to the assignment;

25.18 (b) an associate's degree aligned to the assignment; or

25.19 (c) a professional certification aligned to the assignment from an approved
25.20 certifying organization; or

25.21 (4) be enrolled in and making meaningful progress, as defined by the provider,
25.22 in a board-approved teacher preparation program and have successfully completed student
25.23 teaching to be employed as a short-call substitute teacher.

25.24 B. The board must complete a criminal background check on the applicant.

26.1 Subp. 3. **Duration.** A short-call substitute license is valid for up to three years and
26.2 expires on June 30 of the expiration year.

26.3 Subp. 4. **Reapplication.** An applicant must reapply for a short-call substitute license
26.4 upon its expiration and must pass a criminal background check.

26.5 **8710.0326 LIFETIME SUBSTITUTE LICENSE.**

26.6 Subpart 1. **Purpose.** A lifetime substitute license is issued to a retired teacher and
26.7 authorizes the license holder to replace the same classroom teacher who is on an approved
26.8 leave of absence.

26.9 Subp. 2. **Requirements.** The board must issue a lifetime substitute license to an
26.10 applicant who meets one of the following:

26.11 A. holds or held a Tier 3 or 4 license, a Minnesota five-year standard license or
26.12 its equivalent, or a professional license from another state and receives a retirement annuity
26.13 as a result of the person's teaching experience; or

26.14 B. holds or held a Tier 3 or 4 license or a Minnesota five-year standard license or
26.15 its equivalent, taught for at least three years in an accredited nonpublic school in Minnesota,
26.16 and receives a retirement annuity as a result of the person's teaching experience.

26.17 Subp. 3. **Duration.** A lifetime substitute license does not expire.

26.18 Subp. 4. **Background check.** A lifetime substitute license requires a criminal
26.19 background check to be completed by the board every five years.

26.20 Subp. 5. **Limitations.**

26.21 A. A teacher holding a lifetime substitute license may replace the same classroom
26.22 teacher on an approved leave of absence for no more than 15 consecutive school days if the
26.23 substitute teacher's previous Tier 3 or 4 license, Minnesota five-year standard license or its
26.24 equivalent, or professional license from another state is not aligned to the assignment.

27.1 B. A teacher holding a lifetime substitute license may replace the same classroom
27.2 teacher on an approved leave of absence for more than 15 consecutive school days if the
27.3 substitute teacher's previous Tier 3 or 4 license, Minnesota five-year standard license or its
27.4 equivalent, or professional license from another state is aligned to the assignment.

27.5 **8710.0330 TEACHER LICENSURE VIA PORTFOLIO APPLICATION.**

27.6 Subpart 1. **Purpose.** An applicant who has not completed teacher preparation or is
27.7 unable to obtain a Tier 3 license through other requirements may apply for an initial Tier 3
27.8 license by submitting a pedagogy portfolio and content portfolio to the board to demonstrate
27.9 the applicant has met the standards aligned to the licensure area sought. An applicant who
27.10 has completed teacher preparation in one or more additional licensure areas may apply to
27.11 add licensure areas to a current Tier 3 or 4 license by submitting a content portfolio to the
27.12 board to demonstrate the applicant has met the standards aligned to the additional licensure
27.13 areas sought.

27.14 Subp. 2. **Portfolio review process.**

27.15 A. The applicant must initiate the application process by submitting a portfolio
27.16 aligned to board-adopted submission guidelines.

27.17 B. An application for an initial Tier 3 license must include two portfolios;

27.18 (1) a content portfolio that shows the content standards aligned to the licensure
27.19 area sought under parts 8710.3000 to 8710.5850 and 8710.8000 have been met; and

27.20 (2) a pedagogy portfolio that shows the applicant meets the standards of
27.21 effective practice under part 8710.2000. A board-adopted passing score on a board-adopted
27.22 teacher performance assessment aligned to the standards of effective practice under part
27.23 8710.2000 may be submitted in lieu of a pedagogy portfolio.

28.1 C. Applications to add a licensure area to a current Tier 3 or 4 license must include
28.2 a content portfolio that shows the applicant meets the content standards aligned to the
28.3 licensure area sought under parts 8710.3000 to 8710.5850 and 8710.8000.

28.4 D. Each pedagogy portfolio must be reviewed by a panel of educators within 90
28.5 days of receiving a complete pedagogy portfolio and required fees. An applicant may present
28.6 the contents of a submitted pedagogy portfolio in person to the panel on the review date.
28.7 An applicant may choose not to present the contents of the submitted pedagogy portfolio
28.8 to the panel on the review date and thereby waives the right to defend the pedagogy portfolio
28.9 material in person.

28.10 E. If the panel of educators under item D does not recommend an applicant for
28.11 licensure via the pedagogy portfolio, the panel must provide specific information to the
28.12 applicant on how to successfully demonstrate meeting any standard the panel determined
28.13 was not met. The applicant may submit a revised pedagogy portfolio, which must be
28.14 recommended for approval or disapproval by one member of the panel of educators within
28.15 60 days of receiving the revised submission.

28.16 F. Each content portfolio must be reviewed by two reviewers who meet
28.17 board-adopted qualifications within 90 days of receiving the completed portfolio and required
28.18 fees.

28.19 G. If the content reviewers under item F do not recommend the applicant for
28.20 licensure via the content portfolio, the reviewers must provide specific information to the
28.21 applicant on how to successfully demonstrate meeting any standard the reviewers determined
28.22 was not met. The applicant may submit a revised content portfolio, which must be
28.23 recommended for approval or disapproval by one of the content reviewers within 60 days
28.24 of receiving the revised submission.

29.1 H. An applicant who is recommended for licensure via portfolio review under
29.2 this subpart must submit an application for licensure to the board that meets the requirements
29.3 under subpart 3. The applicant must also pay an application fee.

29.4 Subp. 3. **Application requirements.** An applicant who is recommended for licensure
29.5 via portfolio review and approved by the executive director of the board under subpart 2
29.6 must submit an application for licensure to the board that meets the requirements of this
29.7 subpart.

29.8 A. To indicate knowledge of effective teaching dispositions under the Minnesota
29.9 Code of Ethics for Teachers, the applicant must submit a completed evaluation by the
29.10 individual responsible for the mentorship or supervision of the applicant for review by a
29.11 panel of educators under subpart 2, item D, after completing one of the following:

29.12 (1) a year-long mentorship program aligned to board-adopted criteria; or

29.13 (2) two years of experience teaching as the teacher of record in the licensure
29.14 area sought.

29.15 B. The applicant must:

29.16 (1) hold the minimum of a bachelor's degree from a college or university
29.17 located in the United States that is regionally accredited by the Higher Learning Commission
29.18 or by the regional association for accreditation of colleges and secondary schools, as shown
29.19 by a college transcript;

29.20 (2) hold a credential from outside the United States that is equivalent to a
29.21 bachelor's degree, as shown by a credential evaluation completed by a credential evaluator
29.22 approved by the National Association of Credential Evaluation Services or other
29.23 board-approved credential evaluation service; or

29.24 (3) for applicants in career and technical education fields or career pathway
29.25 courses of study, have one of the following:

30.1 (a) five years of relevant work experience aligned to the licensure area
30.2 sought;

30.3 (b) an associate's degree aligned to the licensure area sought; or

30.4 (c) a professional certification aligned to the licensure area sought from
30.5 an approved certifying organization.

30.6 C. The applicant must provide documentation to show all requirements have been
30.7 met for an initial Tier 3 license issued under part 8710.0313, including standards of effective
30.8 practice for teachers under part 8710.2000 and specific content requirements for the licensure
30.9 area sought under parts 8710.3000 to 8710.5850 and 8710.8000. Applications to add a
30.10 licensure area to a current Tier 3 license must provide documentation to show all specific
30.11 content requirements for the licensure area sought have been met under parts 8710.3000 to
30.12 8710.8000. Evidence that provides the necessary information required under this item
30.13 includes:

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

30.15 (2) subject-specific, high-quality professional development, as defined under
30.16 the Every Student Succeeds Act;

30.17 (3) professional contributions to the field, including presentations given to
30.18 local and national education organizations, minutes of attendance in education-related task
30.19 forces or state or national committees, articles published by local or national education
30.20 publications, or other activities that demonstrate the applicant has met the standards of
30.21 effective practice and content requirements;

30.22 (4) a resume and letters of recommendation illustrating relevant work
30.23 experience aligned to the licensure area sought;

30.24 (5) classroom performance as determined by student growth on
30.25 criterion-referenced assessments;

31.1 (6) a rating of effective or higher on a teacher performance evaluation;

31.2 (7) teacher performance assessment scores;

31.3 (8) unedited video recordings of classroom instruction; or

31.4 (9) observation and evaluation feedback through mentorship, teacher
31.5 evaluation, student teaching, or other supervised classroom teaching experiences.

31.6 D. The applicant must submit board-adopted passing scores on board-adopted
31.7 content and pedagogy exams.

31.8 E. An applicant recommended for an initial Tier 3 license by the panel of educators
31.9 under subpart 2, item D, and content reviewers under subpart 2, item F, must pass a criminal
31.10 background check and be approved by the executive director of the board.

31.11 F. An applicant recommended for the addition of a licensure area to a current Tier
31.12 3 or 4 license by the content reviewers under subpart 2, item F, must pass a criminal
31.13 background check, if applicable, and be approved by the executive director of the board.

31.14 Subp. 4. CTE exceptions. An applicant for any career and technical education field
31.15 under parts 8710.8010 to 8710.8080 is exempt from the criteria in subpart 3 and may apply
31.16 for an initial Tier 3 license under part 8710.0313 through portfolio review under Minnesota
31.17 Statutes, section 122A.18, subdivision 10, if the applicant completed parts 8710.2000 and
31.18 8710.8000, and meets one of the following requirements:

31.19 A. has five years of relevant work experience aligned to the licensure area sought;

31.20 B. holds an associate's degree aligned to the licensure area sought; or

31.21 C. holds a professional certification aligned to the licensure area sought from an
31.22 approved certifying organization.

32.1 Subp. 5. **Submission timelines.**

32.2 A. An applicant must submit a letter of intent to the board 30 days prior to
32.3 submission of a portfolio application.

32.4 B. A portfolio application prepared according to published guidelines must be
32.5 submitted between 30 and 150 days after the letter of intent is received by the board.

32.6 Subp. 6. **Appeal.** An applicant who is denied an initial Tier 3 license or an addition
32.7 to a current Tier 3 or 4 license by the board under this part may appeal the board's decision
32.8 under part 8710.0900 and Minnesota Statutes, chapter 14.

32.9 **8710.4725 TEACHERS OF READING.**

32.10 *[For text of subp 1, see M.R.]*

32.11 **Subp. 2. Licensure requirements.** A candidate for licensure to teach reading to
32.12 students in kindergarten through grade 12 shall:

32.13 A. hold or qualify for a ~~full professional~~ teaching license, as defined in part
32.14 8710.0310, valid for:

32.15 (1) ~~classroom teaching, as defined in part 8710.0300~~, in one or more of the
32.16 following student levels: elementary, middle, or secondary;

32.17 (2) kindergarten through grade 12 special education teaching under parts
32.18 8710.5000 to 8710.5800;

32.19 (3) English as a second language teaching under part 8710.4400; or

32.20 (4) adult basic education teaching under part 8710.4000; and

32.21 B. show verification of completing a Professional Educator Licensing and
32.22 Standards Board preparation program approved under chapter 8705 leading to the licensure
32.23 of teachers of reading including standards under subpart 3a.

33.1 Subp. 3. [Repealed, 34 SR 595]

33.2 *[For text of subps 3a to 5, see M.R.]*

33.3 **8710.4925 READING LEADER.**

33.4 *[For text of subp 1, see M.R.]*

33.5 Subp. 2. **Licensure requirements.** A candidate for licensure to teach reading to
33.6 students in kindergarten through grade 12 shall:

33.7 A. hold or qualify for a ~~full professional~~ teaching license, as defined in part
33.8 8710.0310, valid for:

33.9 (1) ~~classroom teaching, as defined in part 8710.0300~~, in one or more of the
33.10 following student levels: elementary, middle, or secondary;

33.11 (2) kindergarten through grade 12 special education teaching under parts
33.12 8710.5000 to 8710.5800;

33.13 (3) English as a second language teaching under part 8710.4400; or

33.14 (4) adult basic education teaching under part 8710.4000;

33.15 B. show verification of completing a Professional Educator Licensing and
33.16 Standards Board preparation program approved under chapter 8705 leading to the licensure
33.17 of teachers of reading including standards under subpart 3; and

33.18 C. show verification of completing a board preparation program approved under
33.19 chapter 8705 leading to licensure as a teacher of reading under part 8710.4725.

33.20 *[For text of subps 3 to 5, see M.R.]*

33.21 **8710.7000 DUTY OF LICENSEE TO RENEW.**

33.22 It ~~shall be~~ is the responsibility of the person seeking the renewal of a ~~continuing or~~
33.23 ~~professional~~ Tier 3 or 4 teaching license to comply with licensure renewal requirements in

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

34.4 **8710.7100 ~~ISSUANCE AND RENEWAL OF PROFESSIONAL~~ TIER 3 OR 4**
34.5 **TEACHING LICENSES.**

34.6 Subpart 1. **Scope.** This part applies to persons who have held ~~entrance~~ Tier 3 or 4
34.7 licenses, or their previous equivalencies, and are seeking to obtain first professional licenses
34.8 or to renew continuing or professional Tier 3 or 4 licenses issued by the Board of Teaching,
34.9 except continuing licenses valid only for substitute teaching Professional Educator Licensing
34.10 and Standards Board under parts 8710.0313 and 8710.0314.

34.11 Subp. 1a. **Renewal.**

34.12 A. The board must renew the Tier 3 or 4 license of an applicant who is not
34.13 employed in public schools and who has not been employed in a position requiring Minnesota
34.14 licensure at any time during the school year immediately preceding the date of expiration,
34.15 if one of the following is submitted:

34.16 (1) verification by a local continuing education/relicensure committee that
34.17 the applicant has met renewal requirements for the Tier 3 license during the three-year
34.18 period immediately preceding the application or for the Tier 4 license during the five-year
34.19 period immediately preceding the application; or

34.20 (2) an official college transcript showing that the applicant earned at least 12
34.21 quarter or eight semester hours of credit, applicable to the licensure field or fields, during
34.22 the three-year period immediately preceding the application for Tier 3 licenses, or the
34.23 five-year period immediately preceding the application for Tier 4 licenses.

34.24 B. If a requirement under item A is not met, a one-year extension of the expired
34.25 Tier 3 or 4 license must be granted based on written documentation that the applicant has

35.1 been offered a position contingent upon holding a valid license. An extension under this
35.2 item expires on June 30 of the school year for which the license is issued and must not be
35.3 renewed. In order to qualify for a Tier 3 or 4 license after a one-year extension, the applicant
35.4 must provide written documentation that the renewal requirements for the Tier 3 or 4 license
35.5 under item A, subitem (1), have been met.

35.6 Subp. 2. [See repealer.]

35.7 Subp. 3. **Renewal of professional license Application and validity period.**

35.8 A. A license renewal period begins on July 1 of the year of expiration. An
35.9 application for renewal is accepted for processing by the ~~Department of Education~~ board
35.10 after January 1 of the year of expiration.

35.11 B. A valid Tier 3 license must be renewed for a subsequent period of three years
35.12 when an applicant presents verification by the local continuing education/relicensure
35.13 committee that the applicant has, within the past three years, successfully completed at least
35.14 75 clock hours of professional development as specified in part 8710.7200.

35.15 C. A valid ~~professional~~ Tier 4 license ~~shall~~ must be renewed for a subsequent
35.16 period of five years when an applicant presents verification by the local continuing
35.17 education/relicensure committee that the applicant has, within the past five years, successfully
35.18 completed at least 125 clock hours of professional development as specified in part
35.19 8710.7200.

35.20 Subp. 4. Clock hour alternative pilot program. In consultation with local
35.21 education/relicensure committees, the board must develop an alternative to clock hours for
35.22 meeting professional development requirements under part 8710.7200, subparts 2 and 2a.
35.23 Once the pilot program has been established, local education/relicensure committees may
35.24 pilot alternative professional development plans and determine on an individual basis whether

36.1 to accept a professional development plan as an alternative to clock hours required under
36.2 part 8710.7200, subpart 2.

36.3 **8710.7200 CLOCK HOURS; REQUIREMENTS FOR RENEWAL OF**
36.4 **PROFESSIONAL LICENSES.**

36.5 *[For text of subp 1, see M.R.]*

36.6 Subp. 2. **Renewal clock hours.** Verification by the local continuing
36.7 education/relicensure committee that the applicant has completed 75 approved clock hours
36.8 for a Tier 3 license and 125 approved clock hours for a Tier 4 license is required for renewal.
36.9 Instruction and professional development activities meet requirements to renew licenses
36.10 only if they address one or more of the standards in part 8710.2000. ~~Effective for renewal~~
36.11 ~~of professional licenses which expire on June 30, 2001, and after, applicants must include~~
36.12 ~~in their 125 clock hours instruction or other professional development activities which~~
36.13 ~~address positive behavioral intervention strategies and accommodation, modification, and~~
36.14 ~~adaptation of curriculum, materials, and instruction to appropriately meet the needs of varied~~
36.15 ~~students in achieving graduation standards. Effective for renewal of professional licenses~~
36.16 ~~which expire on June 30, 2004, and after, applicants must also include in their 125 clock~~
36.17 ~~hours instruction or other professional development activities which evidence further reading~~
36.18 ~~preparation, consistent with Minnesota Statutes, section 122A.06, subdivision 4. Effective~~
36.19 ~~for renewal of professional licenses which expire on June 30, 2005, and after, applicants~~
36.20 ~~must also include in their 125 clock hours instruction or other professional development~~
36.21 ~~activities which address further preparation in understanding the key warning signs of~~
36.22 ~~early-onset mental illnesses in children and adolescents which may include depressed mood,~~
36.23 ~~excessive fears and anxieties, changes in behavior and performance, failure to develop peer~~
36.24 ~~relationships, impaired concentration and thinking, suicidal gestures, the potential connection~~
36.25 ~~to substance use, and knowledge of steps to be taken if such warning signs are observed.~~
36.26 ~~Effective for renewal of professional licenses that expire on June 30, 2012, and thereafter,~~
36.27 ~~applicants must also include in their 125-clock hours instruction or other professional~~

37.1 ~~development activities that integrate technology effectively with student learning to increase~~
37.2 ~~engagement and student achievement.~~

37.3 Subp. 2a. **Professional development requirements.** To renew a Tier 3 or 4 license,
37.4 an applicant who has been employed as a teacher during the renewal period of the expiring
37.5 license must demonstrate the completion of requirements of this subpart to a local continuing
37.6 education/relicensure committee for verification by the Professional Educator Licensing
37.7 and Standards Board.

37.8 A. The applicant must show evidence of professional reflection and growth in
37.9 best practices in the following areas:

37.10 (1) cultural competency training aligned to board-adopted criteria; and

37.11 (2) district-approved training in meeting the needs of English learners that
37.12 has job-embedded opportunities for learning and practice and aligns with InTASC standards
37.13 for English learners.

37.14 An applicant may satisfy the requirements of item A and subpart 2 by submitting the teacher's
37.15 most recent summative evaluation or improvement plan aligned to the district's teacher
37.16 development and evaluation process. An applicant not teaching in a Minnesota district may
37.17 work with the applicant's local continuing education/relicensure committee for the purposes
37.18 of providing evidence of renewal requirements.

37.19 B. The applicant must show evidence of professional development in the following
37.20 areas:

37.21 (1) positive behavior interventions under Minnesota Statutes, section
37.22 122A.187, subdivision 4, for Tier 3 or 4 licenses issued under parts 8710.0313 and
37.23 8710.0314, or their previous equivalencies, which expire on June 30, 2001, and thereafter;

38.1 (2) reading preparation under Minnesota Statutes, section 122A.187,
38.2 subdivision 5, for Tier 3 or 4 licenses issued under parts 8710.0313 and 8710.0314, or their
38.3 previous equivalencies, which expire on June 30, 2004, and thereafter;

38.4 (3) mental illness training under Minnesota Statutes, section 122A.187,
38.5 subdivision 6, for Tier 3 or 4 licenses issued under parts 8710.0313 and 8710.0314, or their
38.6 previous equivalencies, which expire on June 30, 2005, and thereafter;

38.7 (4) integrating technology effectively with student learning to increase
38.8 engagement and student achievement for Tier 3 or 4 licenses issued under parts 8710.0313
38.9 and 8710.0314, or their previous equivalencies, which expire on June 30, 2012, and thereafter;
38.10 and

38.11 (5) at least one hour of suicide prevention training under Minnesota Statutes,
38.12 section 122A.187, subdivision 6, for Tier 3 or 4 licenses issued under parts 8710.0313 and
38.13 8710.0314, or their previous equivalencies, which expire on June 30, 2016, and thereafter.

38.14 Subp. 2b. **Related services positions exceptions.**

38.15 A. A reflective statement of professional accomplishment and assessment of
38.16 professional growth is not required to renew a license for a related services position.

38.17 B. The Nationally Certified School Psychologist (NCSP) credential from the
38.18 National Association of School Psychologists may be used in lieu of clock hours required
38.19 under subpart 2 to renew a school psychologist license. If the NCSP credential expires
38.20 during the license holder's renewal period, the local continuing education/relicensure
38.21 committee must prorate clock hours completed at 25 hours per year and require completion
38.22 of a prorated number of hours for the years the credential is not in effect.

38.23 C. The Certificate of Clinical Competence (CCC) credential from the American
38.24 Speech-Language-Hearing Association may be used in lieu of clock hours required under
38.25 subpart 2 to renew a speech-language pathologist license. If the CCC credential expires

39.1 during the individual's renewal period, the local continuing education/relicensure committee
39.2 must prorate clock hours completed at 25 hours per year and require completion of a prorated
39.3 number of hours for the years the credential is not in effect.

39.4 Subp. 2c. **Renewal emergency extension.** If an emergency prevents an applicant
39.5 from completing rule requirements to renew a license, the applicant may submit an
39.6 application to the Professional Educator Licensing and Standards Board for an emergency
39.7 extension of time to renew the license. Within 30 days of receiving the application, the
39.8 board must determine whether an extension of time should be granted based on
39.9 documentation of the emergency.

39.10 *[For text of subps 3 and 4, see M.R.]*

39.11 **Subp. 5. Exception for national board certification.** A local continuing education
39.12 committee shall accept verification that a teacher is actively engaged in and making progress
39.13 toward National Board of Professional Standards Certification or other national professional
39.14 teaching certification approved by the Professional Educator Licensing and Standards Board
39.15 at the time of renewal as equivalent to fulfilling all clock hour requirements for ~~continuing~~
39.16 Tier 3 or 4 license renewal. A local continuing education committee shall accept verification
39.17 that a teacher has earned National Board or other approved certification as equivalent to all
39.18 clock hour requirements during the life of the certificate. If the certificate expires during
39.19 the ~~five-year~~ applicable renewal period, the local committee shall prorate hours completed
39.20 under this exception and require completion of a prorated number of clock hours for the
39.21 years the certificate is not in effect.

39.22 **Subp. 6. Exception for local option.** The Professional Educator Licensing and
39.23 Standards Board shall approve requests submitted by local committees that, through their
39.24 school district master contracts or other official agreements between the local school board
39.25 and its teachers, wish to substitute development and implementation of individualized
39.26 professional development plans for some or all of the clock hour requirements for renewal

40.1 of ~~continuing~~ Tier 3 or 4 teaching licenses, provided that each individualized professional
40.2 development plan:

40.3 *[For text of items A to E, see M.R.]*

40.4 F. requires that each teacher's individualized professional development plan equal
40.5 or exceed 75 hours of professional development activities during the three-year period for
40.6 a Tier 3 license and 125 hours of professional development activities during the five-year
40.7 period for a Tier 4 license.

40.8 *[For text of subp 7, see M.R.]*

40.9 Subp. 8. **Period for earning clock hours.** An applicant requesting renewal of a license
40.10 to teach must earn a minimum of 75 clock hours during each three-year period preceding
40.11 application for a Tier 3 licensure renewal and 125 clock hours during each five-year period
40.12 preceding application for a Tier 4 licensure renewal. An applicant may not bank clock hours
40.13 for purposes of relicensure, but clock hours earned after an application for renewal has been
40.14 submitted may be applied to the next renewal period.

40.15 *[For text of subp 9, see M.R.]*

40.16 Subp. 10. **Renewal of license for two or more areas.** An applicant who seeks renewal
40.17 of a ~~continuing~~ Tier 3 or 4 teaching license for two or more areas should allocate at least
40.18 30 clock hours to each of the licensure areas for a total of no fewer than 75 clock hours for
40.19 a Tier 3 license and 125 clock hours for a Tier 4 license, with priority given to work in areas
40.20 where the candidate is employed during the licensure period. An applicant who holds an
40.21 administrative license or licenses may allocate clock hours for the renewal of teaching
40.22 licensure under this subpart.

40.23 *[For text of subp 11, see M.R.]*

- 41.1 **REPEALER.** Minnesota Rules, parts 8700.7620; 8710.0300, subparts 1, 1a, 2, 2a, 2b, 3,
- 41.2 5, 6, 7, 8, 9, 10, and 11; 8710.0600; 8710.1000; 8710.1050; 8710.1250; 8710.1400;
- 41.3 8710.1410; and 8710.7100, subpart 2, are repealed.