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## TITLE 515 PROFESSIONAL STANDARDS BOARD

LSA Document #03-322(F)

### DIGEST

Amends 515 IAC 9-1-22 relating to certain requirements and procedures for the issuance of permits pertaining to the director of career and technical education issued by the professional standards board. Effective 30 days after filing with the secretary of state.

#### 515 IAC 9-1-22

SECTION 1. 515 IAC 9-1-22 IS AMENDED TO READ AS FOLLOWS:

#### 515 IAC 9-1-22 Emergency permits for director of career and technical education

**Authority:** IC 20-1-1.4-7

**Affected:** IC 20-1-1.4; IC 20-6.1

Sec. 22. (a) An emergency permit for director of career and technical education issued after July 1, 2004, is valid only for the school year during which it is granted and expires July 31 of the school year for which it is issued.

(b) To qualify for an emergency permit for director of career and technical education, the applicant must submit **the following:**

(1) An application for an emergency permit for director of career and technical education submitted by an employing school superintendent.

(2) The established fee for the issuance of the license.

(3) The license being renewed, if applicable.

(4) Any required evidence of the applicant's criminal history, including fingerprints and Social Security number.

(5) All necessary evidence of eligibility.

(6) Any additional documentation as required by law.

(7) An official transcript showing successful completion of a baccalaureate degree from an institution approved by the board.

(8) Verification of one (1) of the following:

(A) A valid proficient practitioner career and technical education license instructional license with two (2) years of full-time teaching experience in a career and technical education classroom.

(B) A valid proficient practitioner workplace specialist license **and a bachelor's degree or higher.**

(C) A valid standard, provisional, or professional teaching license in career and technical education and two (2) years of full-time teaching experience in a career and technical education classroom.

~~(D) An occupational specialist license with two (2) years of full-time teaching experience. or~~

~~(E)~~ **(D)** A license equivalent to the proficient practitioner career and technical education license in another state with two (2) years of full-time teaching experience in a career and technical education classroom.

**(E) An occupational specialist II or III with a bachelor's degree or higher and two (2) years of full-time teaching experience in an accredited vocational school in the grade level and vocational education content area listed on the license.**

**(F) A proficient practitioner license as a superintendent or building level administrator.**

**(G) A proficient practitioner license as a school counselor and any instructional proficient practitioner license.**

**(H) A standard or provisional superintendent's license with two (2) years of full-time experience as a superintendent or assistant superintendent in an accredited P-12 school district.**

**(I) A standard or provisional secondary administration and supervision license with two (2) years of full-time experience as a principal or assistant principal in an accredited junior high school, middle school, or high school.**

**(J) A valid proficient practitioner business education or technology education instructional license.**

**(K) A standard or provisional school counseling license with two (2) years of full-time experience as a school counselor and any standard or provisional teaching license with two (2) years of full-time teaching experience as a teacher in an**

accredited K-12 school.

**(L) A standard or provisional business education or industrial technology license with two (2) years of full-time experience as a business education or industrial technology teacher in an accredited junior high school, middle school, or high school.**

(9) Verification from the employing school superintendent certifying an emergency need for the position of career and technical education director and that the applicant has been assigned a mentor as defined by the school district.

(10) Verification from the licensing advisor where the program will be completed that the candidate has enrolled in an approved program for director of career and technical education and has a plan for completion of the program as verified by the licensing advisor. ~~and~~

(11) An application for an emergency permit for director of career and technical education must be submitted after July 1 of the school year requested, but no later than twelve (12) weeks after the director of career and technical education begins actual service. The emergency permit for director of career and technical education must be submitted no later than April 15 of the school year requested.

(c) The emergency permit for director of career and technical education may be renewed at the request of the employing school superintendent every year upon completion of six (6) semester hours of course work directed toward an administrator license as a director of career and technical education or verification of appropriate progress by the licensing advisor where the applicant is completing an approved program.

(d) The renewal of an emergency permit for director of career and technical education requires the recommendation of the Indiana licensing advisor at the institution where the course work toward a planned program was completed.

(e) The emergency permit for director of career and technical education may be renewed up to two (2) times.

(f) An applicant may earn a one-time nonrenewable emergency permit for continuing education if they can verify that they have not been employed as a ~~full-~~ **full-time** or part-time teacher, administrator, or school services personnel, not including substitute teacher, at any time three (3) years ~~prior to~~ **before** the date of application.

(g) The holder of the emergency permit for director of career and technical education is required to successfully complete all assessments unless they have already been successfully completed.

(h) Upon completion of the requirements, the holder of the emergency permit for director of career and technical education will be issued an initial practitioner administrator license unless the holder has been issued a proficient practitioner administration license in another position. (*Professional Standards Board; 515 IAC 9-1-22; filed Dec 4, 2003, 3:00 p.m.: 27 IR 1178; filed Dec 30, 2004, 4:24 p.m.: 28 IR 1479*)

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