Special Education Leadership Academy (SELDA)

Professional Qualifications & In-Field under the Every Student Succeeds Act (ESSA)

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Topics Covered in Presentation

- Contact Information & Training Opportunities
- ESSA & IDEA Requirements
  - For Teachers
  - For Paraprofessionals
- Emergency/ Provisional Certificates
- Required Notifications
- Establishing and Monitoring Requirements
- Resources
- In-field Platform
- Scenarios

ESSA and IDEA Requirements Professional Qualifications for Teachers

What does ESSA say about qualifications?

ESSA says that state education agencies (SEAs) and Local Education Agencies (LEAs) must ensure teachers meet applicable **state certification requirements** [Sections 1111(g)(2)(J), 1112(c)(6)].

O.C.G.A. § 20-2-984
Georgia law authorizes GaPSC to establish certification requirements.

§ 20-2-2065
Georgia law allows charter and strategic waivers systems to waive state certification for most teachers.

ESSA and IDEA Requirements
Professional Qualifications for Teachers

What does IDEA say about qualifications? – from ESSA FAQs 01.18.17

D-1b. If the definition of "highly qualified" is no longer applicable to special education teachers, what are the federal requirements related to the professional qualifications of those teachers?

Section 9214(d)(2) of the ESSA amended section 612(a)(14)(C) of the IDEA by incorporating the requirement previously in section 602(10)(B) that a person employed as a special education teacher in elementary school, middle school, or secondary school must: **1) have obtained full certification as a special education teacher** (including certification obtained through alternative routes to certification), or passed the State special education teacher licensing examination and hold a license to teach in the State as a special education teacher, except that a special education teacher teaching in a public charter school must meet the requirements set forth in the State's public charter school law; 2) not have had special education certification or licensure requirements waived on an emergency, temporary, or provisional basis; AND 3) hold at least a bachelor's degree. Each State must continue to comply with these certification requirements during the 2016-2017 school year. (Updated May 4, 2016)

Traditional LEAs

O.C.G.A. § 20-2-984

Georgia law authorizes GaPSC to establish certification requirements.

Charter and Strategic Waiver LEAs

O.C.G.A. § 20-2-2065

Georgia law allows charter and strategic waivers systems to waive state certification for most teachers.

SBOE Board Rules Amended – July 20, 2017

LEAs may not waive certification for Special Education Teachers

HiQ, PQ, Out-of-Field

Highly Qualified
NCLB Sections 1111, 1119

Highly Qualified is no longer required by or reported to United States Dept. of Ed. (USDE).

The HOUSSE rubric is eliminated.

Professional Qualifications
ESSA Sections 1111(g)(2)(J), 1112(c)(6)

ESSA says that state education agencies (SEAs) and Local Education Agencies (LEAs) must ensure teachers meet applicable state certification requirements [Sections 1111(g)(2)(J), 1112(c)(6)]. In Georgia, under OCGA § 20-2-2065, state certification can be waived for most teachers, meaning that each LEA that waives certification must establish professional qualifications (PQ) for their teachers.

Teachers required to hold special education certification must hold certification in adapted or general special education curriculum that aligns to the course(s) being taught and the IEPs of the students being served. They may NOT waive certification in adapted or general special education curriculum.

Out-of-Field
ESSA Sections 1111(h)(1)(C)(ix)

ESSA says the SEA must report information on the qualifications of the teachers including out-of-field.

Out-of-field teachers are teachers who do not hold state certification (or, for strategic waiver or charter LEAs, the equivalent) in the subject and/ or grade level(s) assigned

Foundational Knowledge – PQ

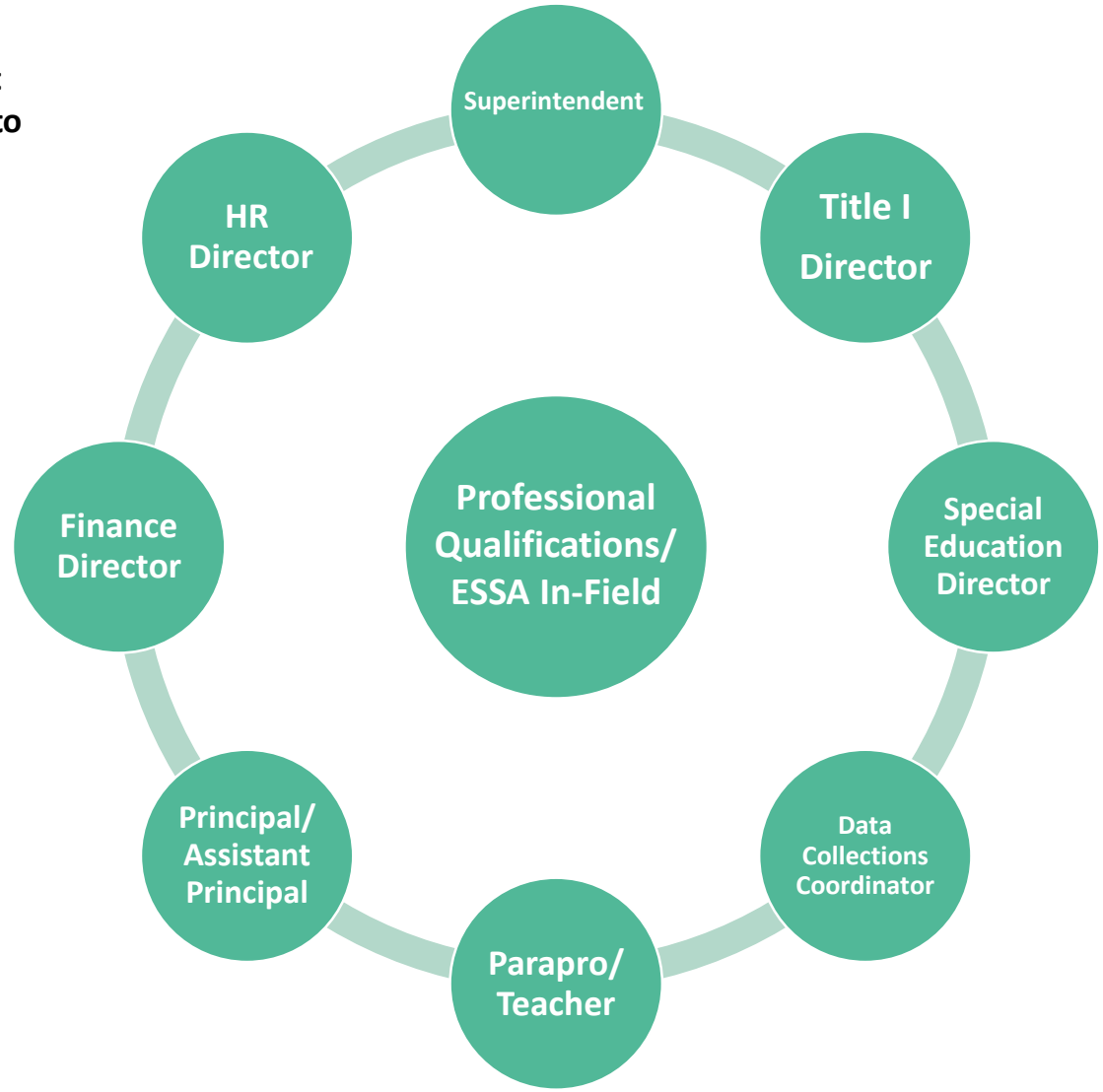
All LEA educators must hold a clearance certificate	
Paraprofessionals ESSA Sec.1111(g)(2)(M); GaPSC Certification Rule 505-2-.18	• NCLB Requirements • Certification: 2 Yr Degree, 60 Semester Hours, GACE Paraprofessional Test
Regular Education Teachers (Including Gifted and ESOL) O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-2065	• LEAs That Do Not Waive Certification Follow GaPSC Requirements • LEAs Waive Certification LEA PQ Requirements
Sp. Ed. Teachers –Not Issuing Grades O.C.G.A. §20-2-200, SBOE Rules 160-4-9-.05, 160-5-1-.33	• GaPSC Sp.Ed. Certification Requirements
Sp. Ed. Teachers –Issuing Grades O.C.G.A. §20-2-200, SBOE Rules 160-4-9-.05, 160-5-1-.33	• GaPSC Sp.Ed. Certification Requirements • Content: Certification
Substitute Teachers O.C.G.A. §20-2-216	• Hold GaPSC Certification or Best Candidate

Foundational Knowledge – In-Field

All LEA educators must hold a clearance certificate	
Paraprofessionals ESSA Sec.1111(g)(2)(M); GaPSC Certification Rule 505-2-.18	• Not Reported
Regular Education Teachers (Including Gifted and ESOL) O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-2065	• LEA Does Not Waive Certification Certification • LEA Waives Certification Certification or In-Field Equivalent (CHW Codes)
Sp. Ed. Teachers –Not Issuing Grades O.C.G.A. §20-2-200, SBOE Rules 160-4-9-.05, 160-5-1-.33	• Sp.Ed. Certification
Sp. Ed. Teachers –Issuing Grades O.C.G.A. §20-2-200, SBOE Rules 160-4-9-.05, 160-5-1-.33	• Sp.Ed. Certification • Content: Certification
Substitute Teachers O.C.G.A. §20-2-216	• If Reported: Certification or In-Field Equivalent

In-Field Is based largely, but not solely, on GaPSC In-Field Alignments

Key Stakeholders Determine District PQ and Contribute to In-Field Reports



Clearance Certificates

ALL Georgia LEA teachers, school or school system administrators, and paraprofessionals MUST hold a Clearance Certificate.

A Clearance Certificate is a certificate issued by the Georgia Professional Standards Commission that verifies that an educator has completed fingerprint and criminal background check requirements.

G.A. §§ 20-2-80, 20-2-200, 20-2-211.1, 20-2-2065, GaPSC & SBOE Rules

Substitute Teachers

Professional Qualifications (Monitoring)

- Short-Term Substitutes (vacant <20 Days) – Not subject to PQ
- Long Term Substitutes (vacant 20+ Days) – Not subject to PQ

ESSA In-Field (Reporting)

- Short-Term Substitutes (vacant <20 Days) – Subject to In-Field if in Student Class
- Long Term Substitutes (vacant 20+ Days) – Subject to In-Field if in Student Class

Because O.C.G.A. § 20-2-216 allows LEAs to hire substitutes who are the best candidates and who may or may not be certified, GaDOE and LEAs do not need to establish whether or not substitutes meet state certification requirements for PQ purposes. However, long-term substitutes will be reported as out-of-field if they do not hold the necessary credentials for the course(s) to which they are assigned.

Paraprofessionals

The State of Georgia ensures that it has professional standards for all paraprofessionals working in any school, including qualifications that were in place on the day before the date of enactment of the Every Student Succeeds Act.

In Georgia, a paraprofessional employed by a Georgia LUA, must meet one of the following requirements:

- ***Degree**: Hold an associate's degree or higher in any subject from a Georgia Professional Standards Commission (GaPSC)-accepted accredited institution; or*
- ***Coursework**: Have complete two (2) years of college coursework (sixty [60] semester hours) at a GaPSC- accepted accredited institution; or*
- ***Content Area Test**: Have passed the GACE Paraprofessional Assessment. If eligibility is established through the assessment, the applicant must also hold a minimum of a high school diploma or GED equivalent.*

ESSA Sec.1111(g)(2)(M); GaPSC Certification Rule 505-2-.18

Special Education P-12 Teachers

Including Teachers at GNETS, residential facilities and third-party contractors.

Professional Qualifications (Monitoring)

ESSA In-Field (Reporting)

- PK-12 Special Education Teachers issuing content grades must have content certification and special education certification.
- PK-12 Special Education Teachers not issuing grades must have special education certification

ESSA Sec.1111(g)(2)(M), IDEA 612(a)(14)(C), SBOE Rules 160-4-9-.07, 160-5-1-.33

In-Field Rules

505-2-.107 SPECIAL EDUCATION ADAPTED CURRICULUM

(1) Certificate Requirements.

(a) Special Education Adapted Curriculum certificates are
be designated with one (1) or more Special Education aca
specified cognitive level. The Special Education academic cont
science, social science, language arts and reading. The cogniti
GaPSC Rule 505-2-.101 ACADEMIC CONTENT CONCENTRATI

1. Professional Certificate (See GaPSC Rule 505-2-.05 P

2. Induction Certificate (See GaPSC Rule 505-2-.04 INDU

3. Non-Renewable Professional Certificate (See GaPSC
PROFESSIONAL CERTIFICATE);

4. International Exchange Certificate (See GaPSC
EXCHANGE CERTIFICATE);

5. Permit (See GaPSC Rule 505-2-.10 PERMIT CERTIFIC
who held a valid certificate in the field at the time of retirement

6. Adjunct License (See GaPSC Rule 505-2-.15 ADJUNC

(i) An Adjunct License is not issued for this field.

(2) To Add the Field (See GaPSC Rule 505-2-.34 ADD A

(a) To add academic content concentrations with desig
Special Education Adapted Curriculum, see GaPSC Rule
CONCENTRATIONS.

(3) To Upgrade the Level (See GaPSC Rule 505-2-.33 CERTIFICATE UPGRADE).

(4) Renewal Requirements (See GaPSC Rule 505-2-.36 RENEWAL REQUIREMENTS).

(5) In-Field Statement (See GaPSC Rule 505-2-.40 IN-FIELD ASSIGNMENT).

(a) Educators certified in Adapted Curriculum are in-field to provide educational services for all students in grades P-12 with disabilities whose Individualized Education Program (IEP) indicates instruction in an adapted curriculum leading to participation in the Georgia alternate assessment. Educators are also in-field to provide educational services for special education preschool (ages 3-5). The previous statement is subject to the following conditions:

1. With the Consultative descriptor, the educator may work collaboratively with a content area teacher of record in all content subjects. To serve as a teacher of record in any of the five (5) content concentrations, regular or remedial, that content concentration with the appropriate cognitive level must be designated on the Special Education Adapted Curriculum certificate. The cognitive level appropriate for the educator's certificate is based on information contained in the student's Individualized Education Program (IEP).

(5) In-Field Statement (See GaPSC Rule 505-2-.40 IN-FIELD ASSIGNMENT).

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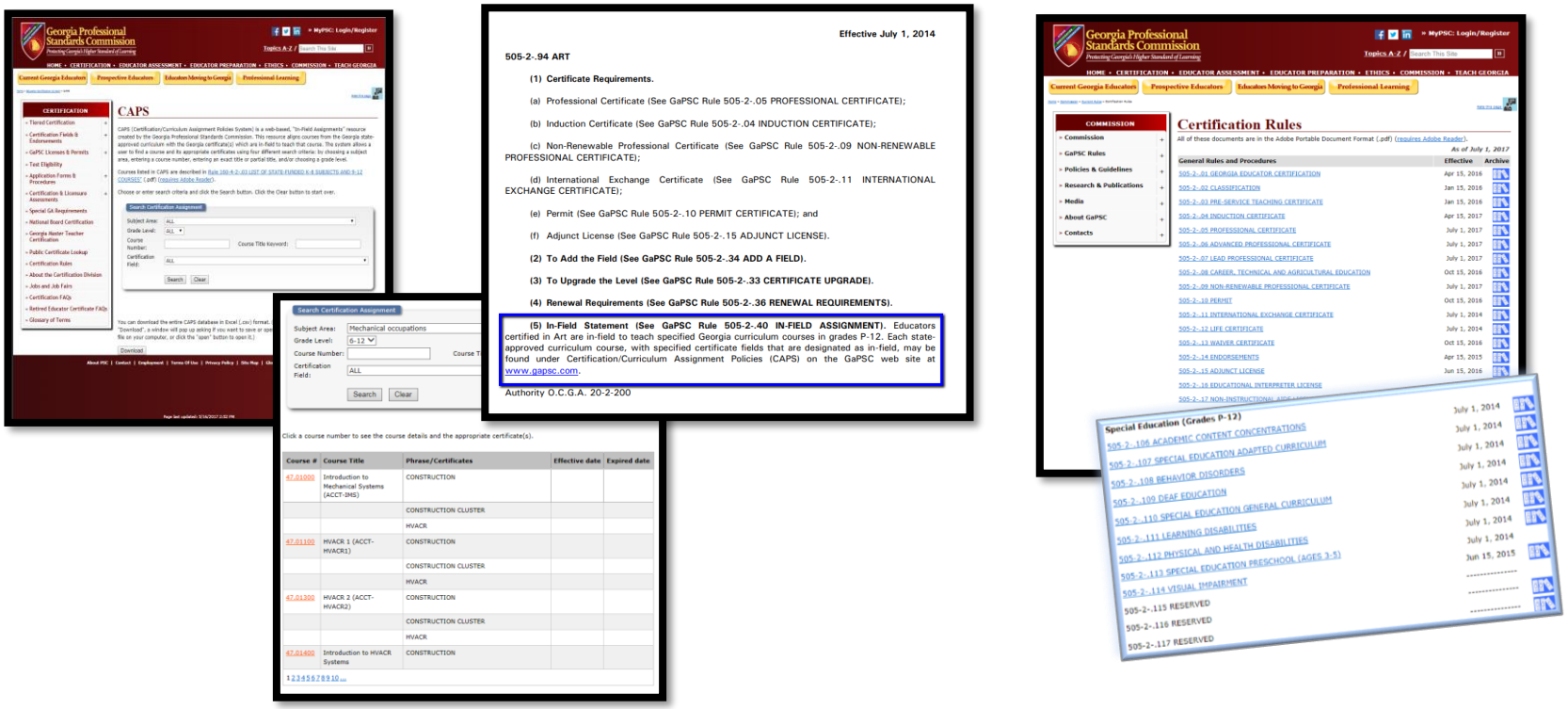
Determining In-Field



Special Education In-Field Rules

- **505-2-.110 SPECIAL EDUCATION GENERAL CURRICULUM** Educators certified in Special Education General Curriculum are in-field to provide educational services for students in grades P-12 with disabilities whose Individualized Education Program (IEP) indicates instruction using the general education curriculum and participation in the general statewide assessment in grades P-12.
- **505-2-.107 SPECIAL EDUCATION ADAPTED CURRICULUM** Educators certified in Adapted Curriculum are in-field to provide educational services for all students in grades P-12 with disabilities whose Individualized Education Program (IEP) indicates instruction in an adapted curriculum leading to participation in the Georgia alternate assessment.

Special Education In-Field Rules

- **505-2-.56 SPECIAL EDUCATION GENERAL CURRICULUM/EARLY CHILDHOOD EDUCATION** Educators certified in Special Education General Curriculum/Early Childhood Education are in-field to provide educational services for all students in grades P-5, special education preschool (ages 3-5) and cognitive level P-5, including those with disabilities whose Individualized Education Program (IEP) indicates instruction using the general education curriculum and participation in the general statewide assessment.
- **505-2-.106 ACADEMIC CONTENT CONCENTRATIONS** Special Education teachers serving in a consultative role must have the appropriate base Special Education certificate issued as Consultative. To be in-field as a teacher of record for an academic content field, the educator's certificate must include the appropriate Special Education field and the appropriate Special Education academic content concentration issued at the appropriate cognitive level. The cognitive level appropriate for the educator's certificate is based on information contained in the student's Individualized Education Program (IEP).

Emergency and Provisional Certificates IDEA Requirements

- ***Assurance 14:*** *Section 9214(d)(1) and (2) of ESSA removed the definition of "highly qualified special education teachers" in IDEA section 602(10) and the language in IDEA section 612(a)(14)(C) indicating that each person employed as a public school special education teacher in the State must be highly qualified by the deadline established in section 1119(a)(2) of the ESEA. Section 9214(d)(2) of ESSA amended IDEA section 612(a)(14)(C) by incorporating the teacher certification requirement previously found in IDEA section 602(10)(B) and current 34 CFR §300.18(b)(1) and (2). Therefore, in order to check "yes" to assurance 14, the State must have policies and procedures in place by July 1, 2017 that meet the personnel qualification requirements in IDEA section 612(a)(14), as amended by the ESSA, including the requirement that a person employed as a special education teacher in elementary school, middle school, or secondary school: (1) has obtained full State certification as a special education teacher (including participating in an alternate route to certification as a special educator, if such alternate route meets minimum requirements described in 34 CFR §200.56(a)(2)(ii), as such section was in effect on November 28, 2008); or passed the State special education teacher licensing examination, and holds a license to teach in the State as a special education teacher, except with respect to any teacher teaching in a public charter school who shall meet the requirements set forth in the State's public charter school law; (2) has not had special education certification or licensure requirements waived on an emergency, temporary, or provisional basis; and (3) holds at least a bachelor's degree.*

What Constitutes Emergency or Provisional in Georgia? “W”, “N” “SI”

NON-RENEWABLE PROFESSIONAL CERTIFICATE ‘N’ 505-2-.09

- Educators do not meet renewal requirements
  - hold a valid renewable professional certificate in any field, but are assigned to teach in a field in which they do not meet certificate requirements

WAIVER CERTIFICATE ‘W’ 505-2-.13

- Educators have not satisfied all certification requirements.
  This includes
  - candidates completing GaPSC- or state-approved educator preparation programs leading to Induction Pathway One or Induction Pathway Two certification that have not attained a passing score on the GACE content assessment, Georgia Educator Ethics – Program Exit Assessment or GaPSC-approved content pedagogy assessment (edTPA)
  - educators with two unremediated, unsatisfactory, needs development or ineffective evaluations.

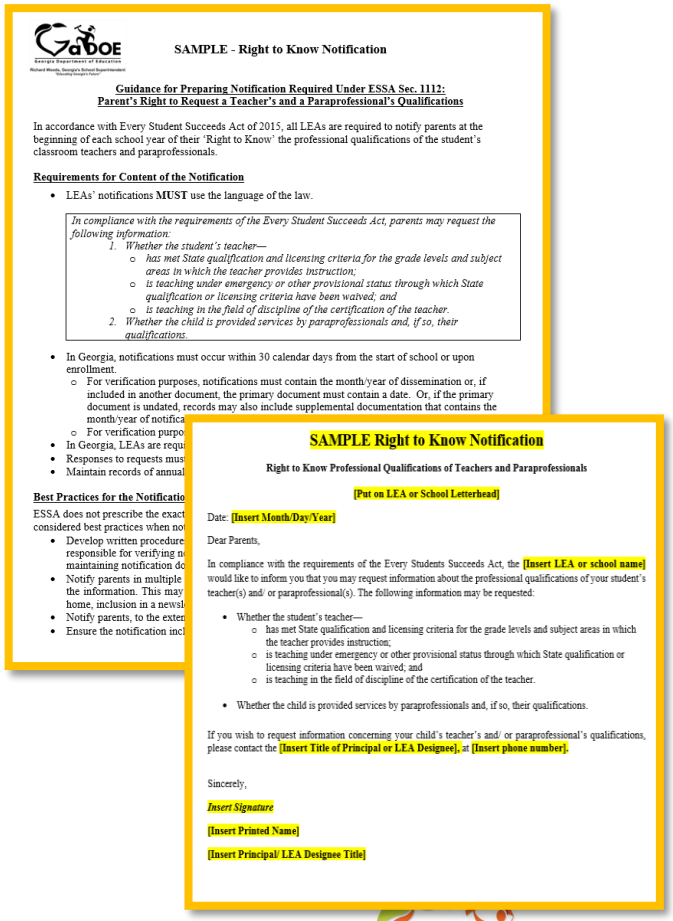
SUPPLEMENTAL INDUCTION CERTIFICATE ‘SI’ 505-2-.04

- Educators holding a base certificate in a teaching field who are assigned to work in a different teaching field may be issued a Supplemental Induction certificate field upon passing the GACE content assessment in the teaching field at the Induction level or higher
  - Supplemental Induction certificates may be issued in Special Education P-12 Consultative fields to educators who have not passed the appropriate GACE content assessment. The appropriate GACE content assessment for the Special Education P-12 Consultative field must then be passed at the professional level before conversion to a Professional certificate. Issuance of special education academic content concentration(s) requires the appropriate GACE content assessment(s) for the concentration area(s).

Required Notifications
Right to Know Notification

Requirements for Content

- LEAs notifications MUST use the language of the law.
- In Georgia, notifications must occur within 30 calendar days from the start of school or upon enrollment.
  - For verification purposes, notifications must contain the month/year of dissemination or, if included in another document, the primary document must contain a date. Or, if the primary document is undated, records may also include supplemental documentation that contains the month/year of notification dissemination.
  - For verification purposes, the name of the LEA and/ or school must be included.
- In Georgia, LEAs are required to notify parents in all LEA schools or programs.
- Responses to requests must be provided in a timely manner.
- Maintain records of annual notifications that meet the above requirements.



SAMPLE - Right to Know Notification

Guidance for Preparing Notification Required Under ESSA Sec. 1112:
Parent's Right to Request a Teacher's and a Paraprofessional's Qualifications

In accordance with Every Student Succeeds Act of 2015, all LEAs are required to notify parents at the beginning of each school year of their 'Right to Know' the professional qualifications of the student's classroom teachers and paraprofessionals.

Requirements for Content of the Notification

- LEAs' notifications **MUST** use the language of the law.

In compliance with the requirements of the Every Student Succeeds Act, parents may request the following information:

1. *Whether the student's teacher—*
   - *has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;*
   - *is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and*
   - *is teaching in the field of discipline of the certification of the teacher.*
2. *Whether the child is provided services by paraprofessionals and, if so, their qualifications.*

- In Georgia, notifications must occur within 30 calendar days from the start of school or upon enrollment.
  - For verification purposes, notifications must contain the month/year of dissemination or, if included in another document, the primary document must contain a date. Or, if the primary document is undated, records may also include supplemental documentation that contains the month/year of notifica
  - For verification purpo
- In Georgia, LEAs are requ
- Responses to requests mus
- Maintain records of annual

Best Practices for the Notificatio

ESSA does not prescribe the exact considered best practices when no

- Develop written procedure responsible for verifying n maintaining notification do
- Notify parents in multiple the information. This may home, inclusion in a newsl
- Notify parents, to the exter
- Ensure the notification incl

SAMPLE Right to Know Notification

Right to Know Professional Qualifications of Teachers and Paraprofessionals

[Put on LEA or School Letterhead]

Date: **[Insert Month/Day/Year]**

Dear Parents,

In compliance with the requirements of the Every Students Succeeds Act, the **[Insert LEA or school name]** would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/ or paraprofessional(s). The following information may be requested:

- Whether the student's teacher—
  - has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
  - is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
  - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/ or paraprofessional's qualifications, please contact the **[Insert Title of Principal or LEA Designee]**, at **[Insert phone number]**.

Sincerely,

Insert Signature

[Insert Printed Name]

[Insert Principal/ LEA Designee Title]

Required Notifications
20 Day Notification

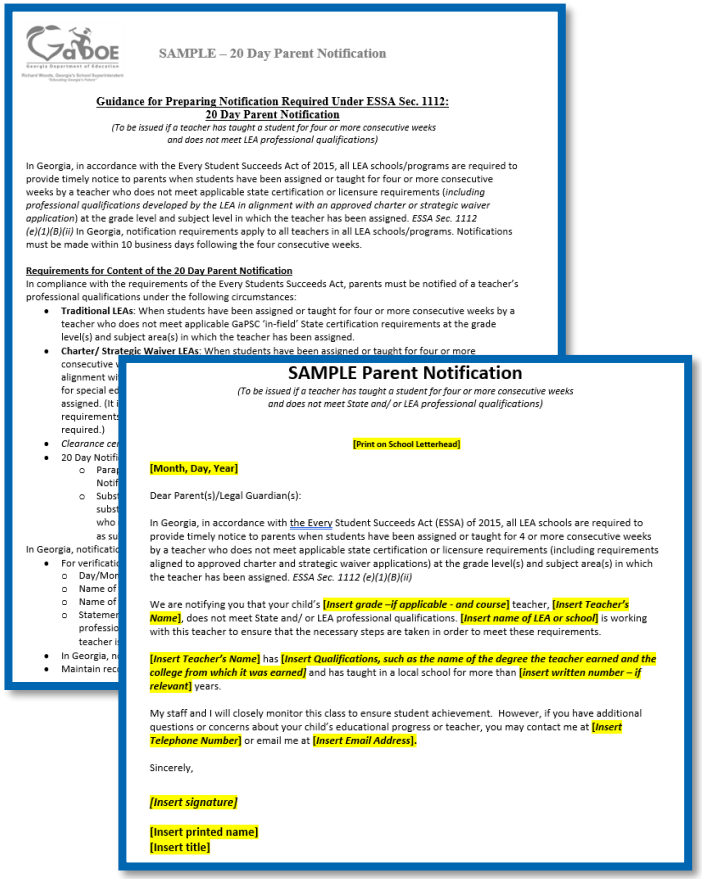
When to Send

- When students have been assigned or taught for **four or more consecutive weeks** by a teacher who does not meet applicable GaPSC 'in-field' State certification requirements at the grade level(s) and subject area(s) in which the teacher has been assigned.
- 20 Day Notifications are **not** required for
  - Clearance Certificates
  - Paraprofessionals: ESSA does not include paraprofessionals as educators for whom 20 Day Notifications must be sent.
  - Substitutes: O.C.G.A. § 20-2-216/ GaPSC Rule 505-20-.20 requires LEAs hiring and assigning substitutes to ensure substitutes meet State certification requirements or to hire substitutes who most closely meet the requirements for teacher certification and who are available to serve as substitute teachers.
- In Georgia, notifications **must occur within 10 business days** following the four consecutive weeks.

Required Notifications
20 Day Notification

Requirements for Notification

- For verification purposes, notifications must contain
  - Day/Month/Year of notification
  - Name of the teacher who has not met professional qualification requirements
  - Name of the LEA and/ or school/program
  - Statement that the teacher has not met State certification OR LEA charter/ strategic waiver professional qualification requirements for the grade level(s) and/ or subject area(s) in which the teacher is assigned. Grade level and/or subject area must be identified.
- In Georgia, notification requirements apply to ALL teachers in all LEA schools/programs.
- Maintain records of notifications that meet the above requirements.



SAMPLE – 20 Day Parent Notification

Guidance for Preparing Notification Required Under ESSA Sec. 1112: 20 Day Parent Notification

(To be issued if a teacher has taught a student for four or more consecutive weeks and does not meet LEA professional qualifications)

In Georgia, in accordance with the Every Student Succeeds Act of 2015, all LEA schools/programs are required to provide timely notice to parents when students have been assigned or taught for four or more consecutive weeks by a teacher who does not meet applicable state certification or licensure requirements (*including professional qualifications developed by the LEA in alignment with an approved charter or strategic waiver application*) at the grade level and subject level in which the teacher has been assigned. *ESSA Sec. 1112 (e)(1)(B)(ii)* In Georgia, notification requirements apply to all teachers in all LEA schools/programs. Notifications must be made within 10 business days following the four consecutive weeks.

Requirements for Content of the 20 Day Parent Notification

In compliance with the requirements of the Every Students Succeeds Act, parents must be notified of a teacher's professional qualifications under the following circumstances:

- **Traditional LEAs**: When students have been assigned or taught for four or more consecutive weeks by a teacher who does not meet applicable GaPSC 'in-field' State certification requirements at the grade level(s) and subject area(s) in which the teacher has been assigned.
- **Charter/ Strategic Waiver LEAs**: When students have been assigned or taught for four or more consecutive w
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SAMPLE Parent Notification

(To be issued if a teacher has taught a student for four or more consecutive weeks and does not meet State and/ or LEA professional qualifications)

[Print on School Letterhead]

[Month, Day, Year]

Dear Parent(s)/Legal Guardian(s):

In Georgia, in accordance with the Every Student Succeeds Act (ESSA) of 2015, all LEA schools are required to provide timely notice to parents when students have been assigned or taught for 4 or more consecutive weeks by a teacher who does not meet applicable state certification or licensure requirements (including requirements aligned to approved charter and strategic waiver applications) at the grade level(s) and subject area(s) in which the teacher has been assigned. *ESSA Sec. 1112 (e)(1)(B)(ii)*

We are notifying you that your child's ***[Insert grade --if applicable - and course]*** teacher, ***[Insert Teacher's Name]***, does not meet State and/ or LEA professional qualifications. ***[Insert name of LEA or school]*** is working with this teacher to ensure that the necessary steps are taken in order to meet these requirements.

[Insert Teacher's Name] has ***[Insert Qualifications, such as the name of the degree the teacher earned and the college from which it was earned]*** and has taught in a local school for more than ***[insert written number – if relevant]*** years.

My staff and I will closely monitor this class to ensure student achievement. However, if you have additional questions or concerns about your child's educational progress or teacher, you may contact me at ***[Insert Telephone Number]*** or email me at ***[Insert Email Address]***.

Sincerely,

[Insert signature]

[Insert printed name]
[Insert title]

Required Notifications - Summary

Right to Know Notification

- Purpose: To allow parents to have enough information to make informed decisions when determining how to support their student's academic success.
- Timing: First 30 Days of School
- Required by Law
- Disseminate by District or by School (District Decides)
- Format is flexible (Email, Website, Handbook, Letter); Multiple methods encouraged
- Content is mandated (found on GaDOE website in English and Spanish)
- Be sure to fully respond to requests

20 Day Notification

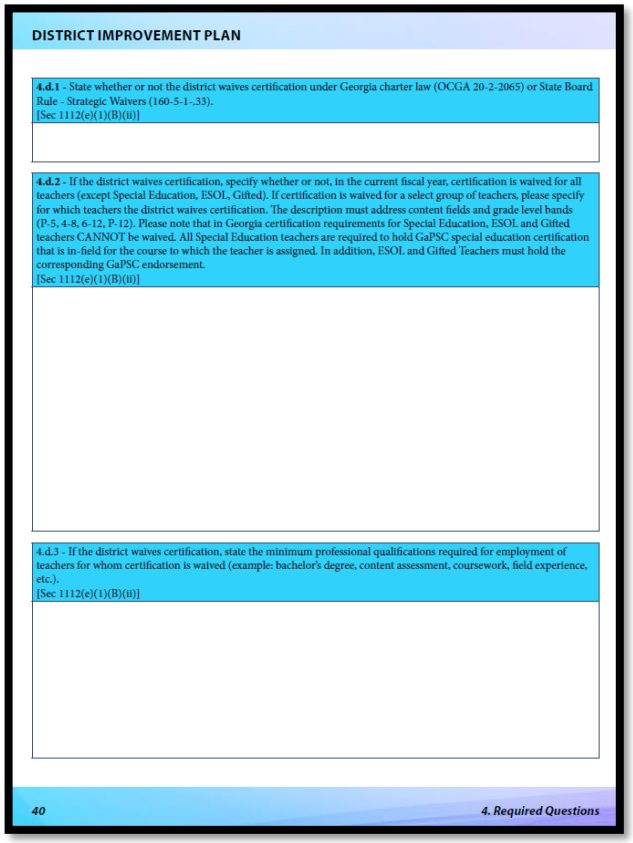
- Purpose: To notify parents when teachers don't have required credentials so that they have enough information to make informed decisions when determining how to support their student's academic success.
- Timing: Immediately following 20 Days (4 weeks) of being taught by a teacher without required credentials.
- Required by Law
- Disseminate by District or by School (District Decides); Only goes to students in the class where teacher does not have required credentials
- Format is flexible (Email, Letter)
- Content is mandated (found on GaDOE website in English and Spanish)

Notification Best Practices

ESSA does not prescribe the exact method of dissemination for notifications. In Georgia, the following are considered best practices when notifying parents.

- Develop written procedures for compliance which include a timeline and person, by position, responsible for verifying notification content, verifying dissemination of notification, and maintaining notification documentation.
- Notify parents in multiple formats in order to ensure that all parents have the opportunity to receive the information. This may include, but is not limited to a LEA or school handbook, a letter mailed home, inclusion in a newsletter or brochure, posting on a website, and/or a school-wide email.
- Notify parents, to the extent practicable, in a language that they may understand.
- Ensure the notification, includes the point of contact information by position, the school or LEA name.

Establishing Professional Qualifications



DISTRICT IMPROVEMENT PLAN

4.d.1 - State whether or not the district waives certification under Georgia charter law (OCGA 20-2-2065) or State Board Rule - Strategic Waivers (160-5-1-.33).
[Sec 1112(e)(1)(B)(ii)]

4.d.2 - If the district waives certification, specify whether or not, in the current fiscal year, certification is waived for all teachers (except Special Education, ESOL, Gifted). If certification is waived for a select group of teachers, please specify for which teachers the district waives certification. The description must address content fields and grade level bands (P-5, 4-8, 6-12, P-12). Please note that in Georgia certification requirements for Special Education, ESOL and Gifted teachers CANNOT be waived. All Special Education teachers are required to hold GaPSC special education certification that is in-field for the course to which the teacher is assigned. In addition, ESOL and Gifted Teachers must hold the corresponding GaPSC endorsement.
[Sec 1112(e)(1)(B)(ii)]

4.d.3 - If the district waives certification, state the minimum professional qualifications required for employment of teachers for whom certification is waived (example: bachelor's degree, content assessment, coursework, field experience, etc.).
[Sec 1112(e)(1)(B)(ii)]

40 4. Required Questions

- Waive Certification – Yes or No?
- If Yes, For Which Teachers?
  - Hard to staff areas?
  - CTAE or Foreign Language?
- What are Minimum Qualifications?
  - Degree
  - Content Assessment
  - Related Course/Field Work
  - **Certification for Special Education**
  - Everyone must have a clearance certificate

Monitoring PQ and Out-of-Field

Professional Qualifications

- Checked during Cross-Functional Monitoring
- Determine the minimum qualifications the LEA has established.
- Verify that teachers have met minimum qualifications using PQ and LEA records. Sample from Elementary, Middle, High, Charter, Special Education, ESOL, Gifted.
- Verify that 20 Day letters have gone home for all teachers who have not met minimum qualifications
- Could result in a finding and corrective action if the LEA does not follow own professional qualifications and distribute required notification

Out-of-field

- Annual reports will be published publicly at the State, LEA, and School Level.
- Checked following the release of CPI and Student Class Reports
- A combination of certification records and the reports listed will determine whether or not a teacher is 'in-field'
- LEAs may need to edit, but should check before submitting reports to determine information is accurate
- Will not result in a finding or corrective action.

Required State Reporting

State Report Card

A State that receives assistance under ESSA shall prepare and disseminate widely to the public an annual State report card…

The professional qualifications of teachers in the State, including information (that shall be presented in the aggregate and disaggregated by high- poverty compared to low-poverty schools) on the number and percentage of—

(III) teachers who are not teaching in the subject or field for which the teacher is certified or licensed.

ESSA Section 1111(h)(I)(C)(ix)

Annual State Report to USDE

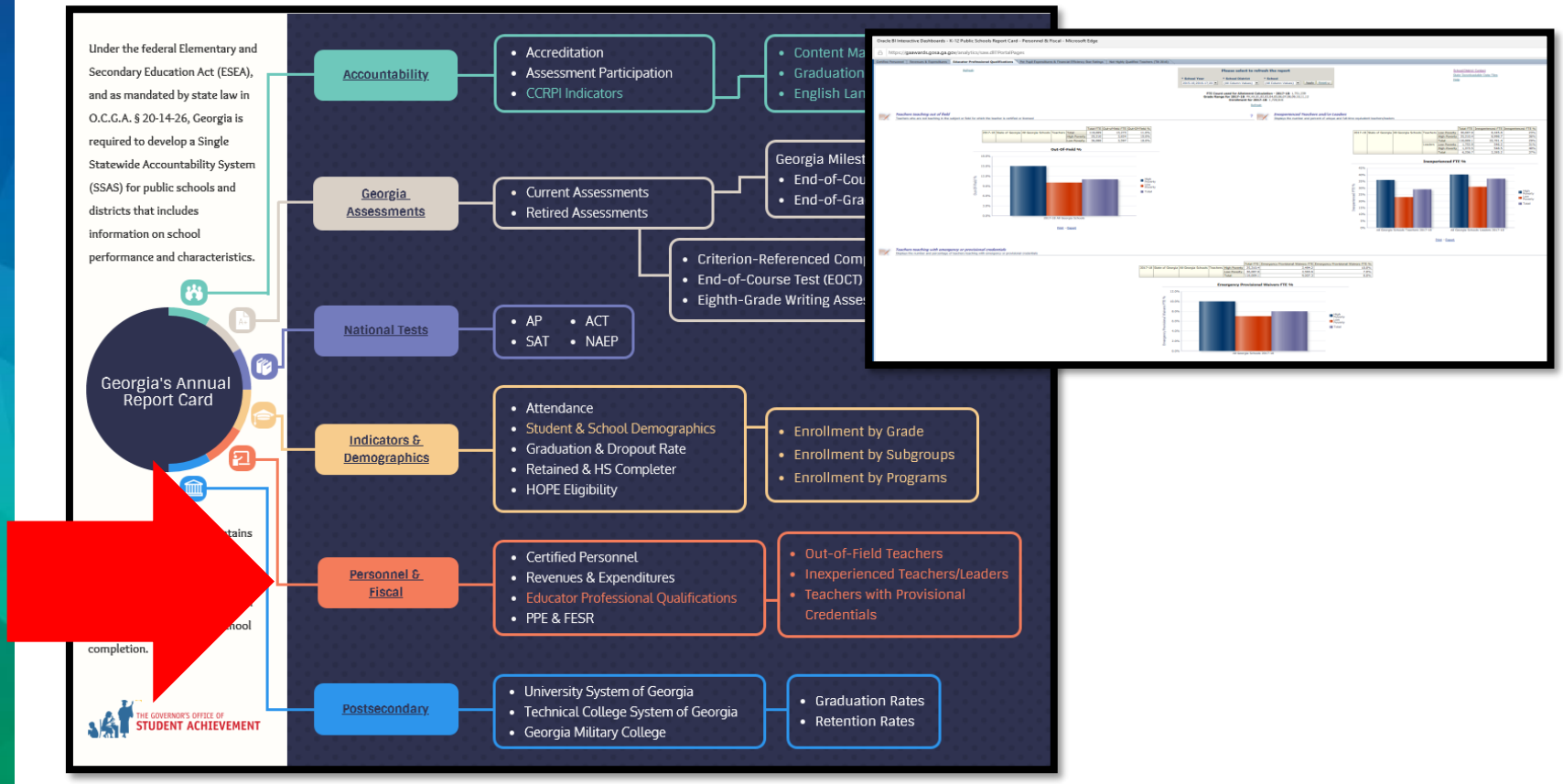
Each State educational agency receiving assistance under this part shall report annually to the Secretary, and make widely available within the State…

information on the professional qualifications of teachers in the State, including information on the number and the percentage of the following teachers:

(iii) Teachers who are not teaching in the subject or field for which the teacher is certified or licensed.

ESSA Section 1111(h)(I)(C)(ix)

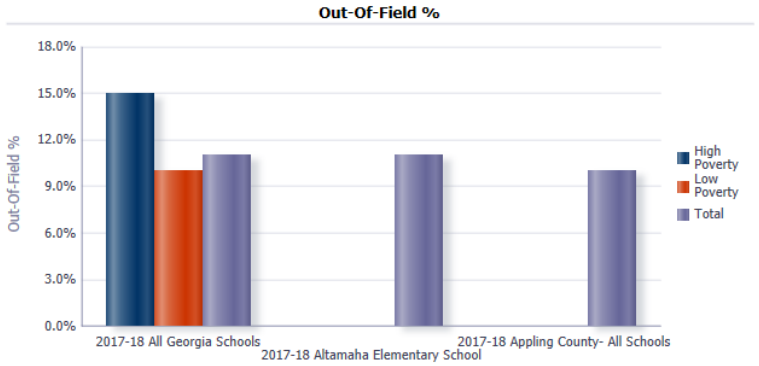
Required State Reporting



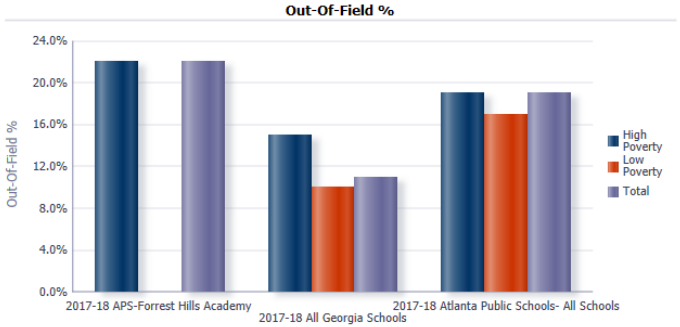
GOSA > Report Cards> K-12 Public> Personnel & Fiscal> Educator Professional Qualifications

Required State Reporting

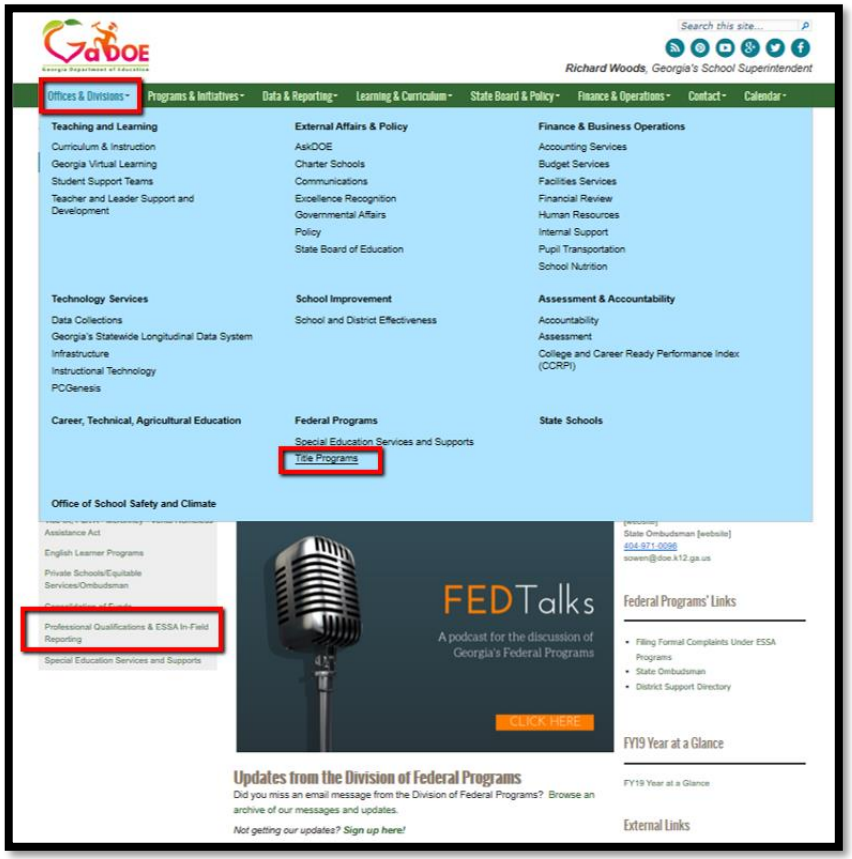
					Total FTE	Out-of-field FTE	Out-Of-Field %
2017-18	Appling County	Altamaha Elementary School	Teachers	Total	29	3	11.0%
		Appling County- All Schools	Teachers	Total	273	27	10.0%
	State of Georgia	All Georgia Schools	Teachers	Total	118,009	13,273	11.0%
				High Poverty	25,310	3,824	15.0%
				Low Poverty	36,088	3,597	10.0%

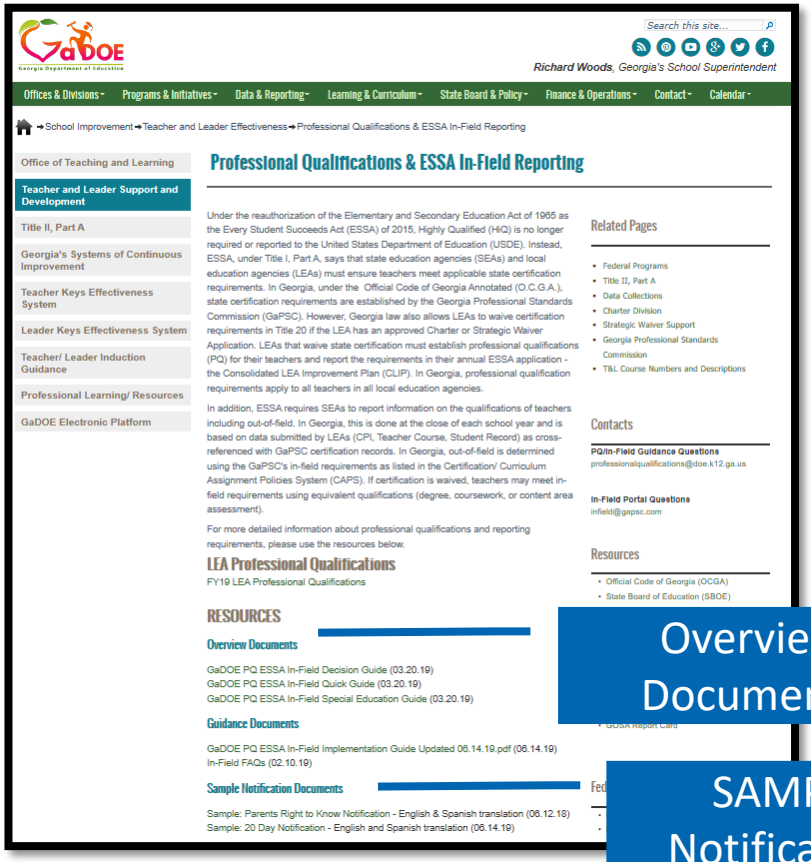


					Total FTE	Out-of-field FTE	Out-Of-Field %
2017-18	Atlanta Public Schools	APS-Forrest Hills Academy	Teachers	Total	49	11	22.0%
				High Poverty	49	11	22.0%
		Atlanta Public Schools- All Schools	Teachers	Total	4,210	812	19.0%
				High Poverty	2,946	569	19.0%
				Low Poverty	1,003	174	17.0%
	State of Georgia	All Georgia Schools	Teachers	Total	118,009	13,273	11.0%
				High Poverty	25,310	3,824	15.0%
				Low Poverty	36,088	3,597	10.0%



Website Resources





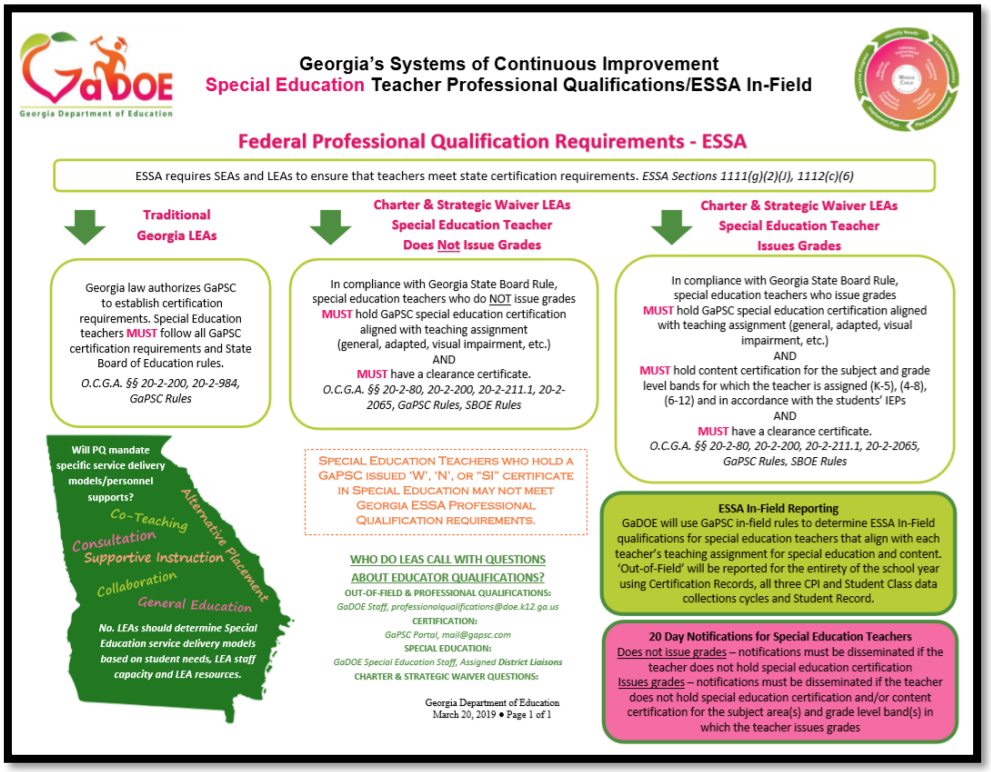
Overview Documents

SAMPLE Notifications

GaDOE > Offices & Divisions > Federal Programs > Title Programs

"Professional Qualifications and ESSA In-Field Reporting"

Resources – Special Education



Georgia's Systems of Continuous Improvement
Special Education Teacher Professional Qualifications/ESSA In-Field

Federal Professional Qualification Requirements - ESSA

ESSA requires SEAs and LEAs to ensure that teachers meet state certification requirements. *ESSA Sections 1111(g)(2)(J), 1112(c)(6)*

Traditional Georgia LEAs

Georgia law authorizes GaPSC to establish certification requirements. Special Education teachers MUST follow all GaPSC certification requirements and State Board of Education rules.

O.C.G.A. §§ 20-2-200, 20-2-984, GaPSC Rules

Charter & Strategic Waiver LEAs Special Education Teacher Does Not Issue Grades

In compliance with Georgia State Board Rule, special education teachers who do NOT issue grades MUST hold GaPSC special education certification aligned with teaching assignment (general, adapted, visual impairment, etc.) AND MUST have a clearance certificate.

O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-211.1, 20-2-2065, GaPSC Rules, SBOE Rules

Charter & Strategic Waiver LEAs Special Education Teacher Issues Grades

In compliance with Georgia State Board Rule, special education teachers who issue grades MUST hold GaPSC special education certification aligned with teaching assignment (general, adapted, visual impairment, etc.) AND MUST hold content certification for the subject and grade level bands for which the teacher is assigned (K-5), (4-8), (6-12) and in accordance with the students' IEPs AND MUST have a clearance certificate.

O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-211.1, 20-2-2065, GaPSC Rules, SBOE Rules

Will PQ mandate specific service delivery models/personnel supports?

Co-Teaching
Consultation
Supportive Instruction
Collaboration
General Education
Alternative Placement

No. LEAs should determine Special Education service delivery models based on student needs, LEA staff capacity and LEA resources.

SPECIAL EDUCATION TEACHERS WHO HOLD A GAPSC ISSUED 'W', 'N', OR "SI" CERTIFICATE IN SPECIAL EDUCATION MAY NOT MEET GEORGIA ESSA PROFESSIONAL QUALIFICATION REQUIREMENTS.

WHO DO LEAS CALL WITH QUESTIONS ABOUT EDUCATOR QUALIFICATIONS?

OUT-OF-FIELD & PROFESSIONAL QUALIFICATIONS:
GaDOE Staff, professionalqualifications@doe.k12.ga.us
CERTIFICATION:
GaPSC Portal, mail@gapsc.com
SPECIAL EDUCATION:
GaDOE Special Education Staff, Assigned District Liaisons
CHARTER & STRATEGIC WAIVER QUESTIONS:

Georgia Department of Education
March 20, 2019 • Page 1 of 1

ESSA In-Field Reporting

GaDOE will use GaPSC in-field rules to determine ESSA In-Field qualifications for special education teachers that align with each teacher's teaching assignment for special education and content. 'Out-of-Field' will be reported for the entirety of the school year using Certification Records, all three CPI and Student Class data collections cycles and Student Record.

20 Day Notifications for Special Education Teachers

Does not issue grades – notifications must be disseminated if the teacher does not hold special education certification
Issues grades – notifications must be disseminated if the teacher does not hold special education certification and/or content certification for the subject area(s) and grade level band(s) in which the teacher issues grades

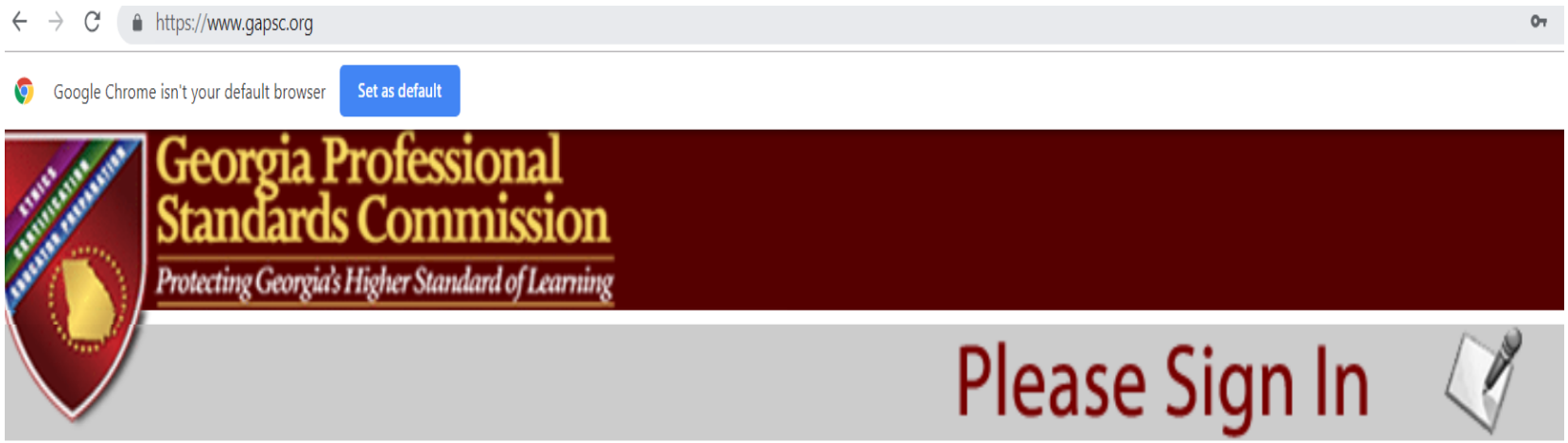
Purpose:

- To provide LEAs with guidelines as it relates to special education
- To gather existing guidance into one quick reference tool

Audience:

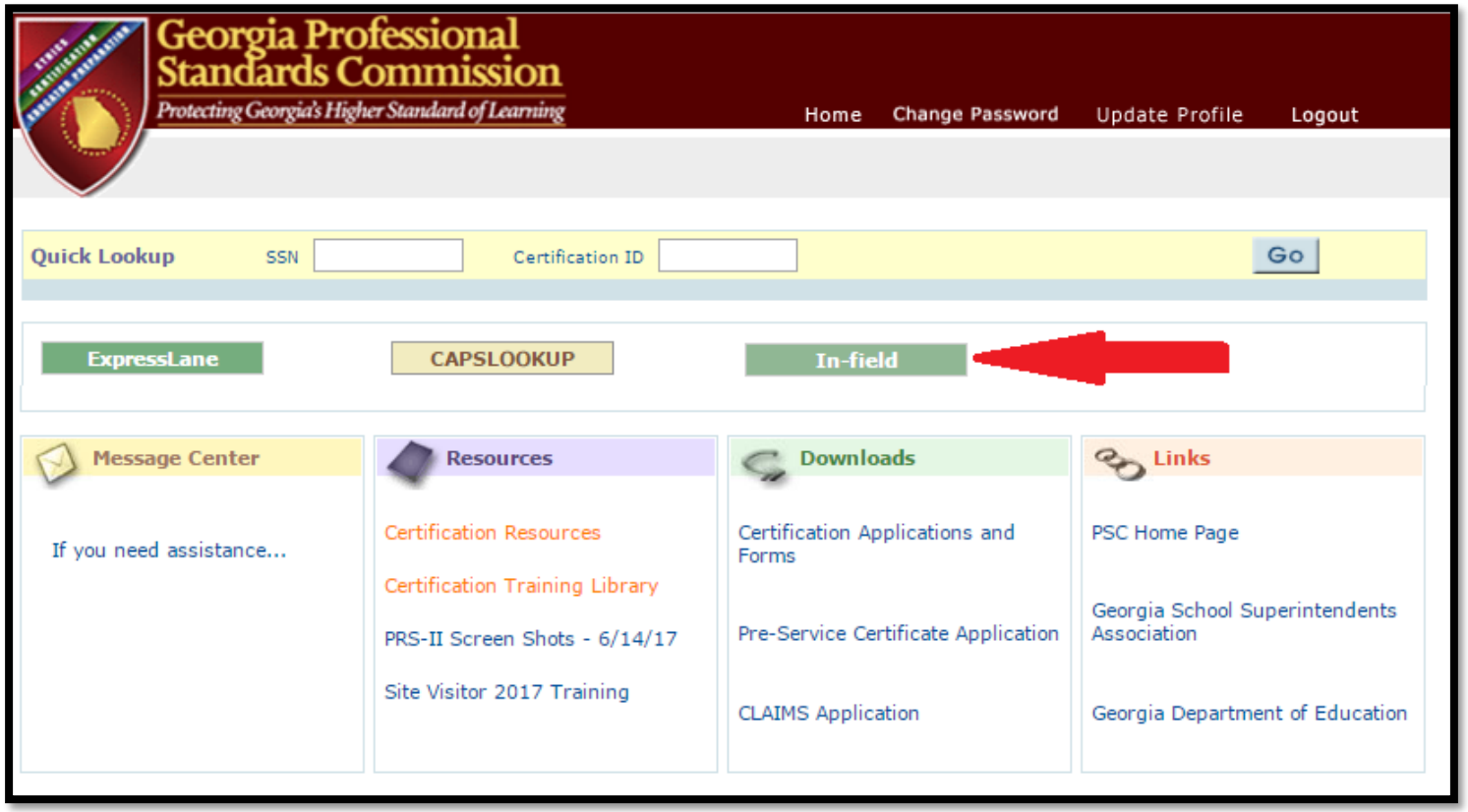
- LEA program directors or school program contacts, and school level administrators in charge of scheduling

In-field Portal on www.gapsc.org



Your local account manager (HR) can grant access.

In-field Portal on www.gapsc.org



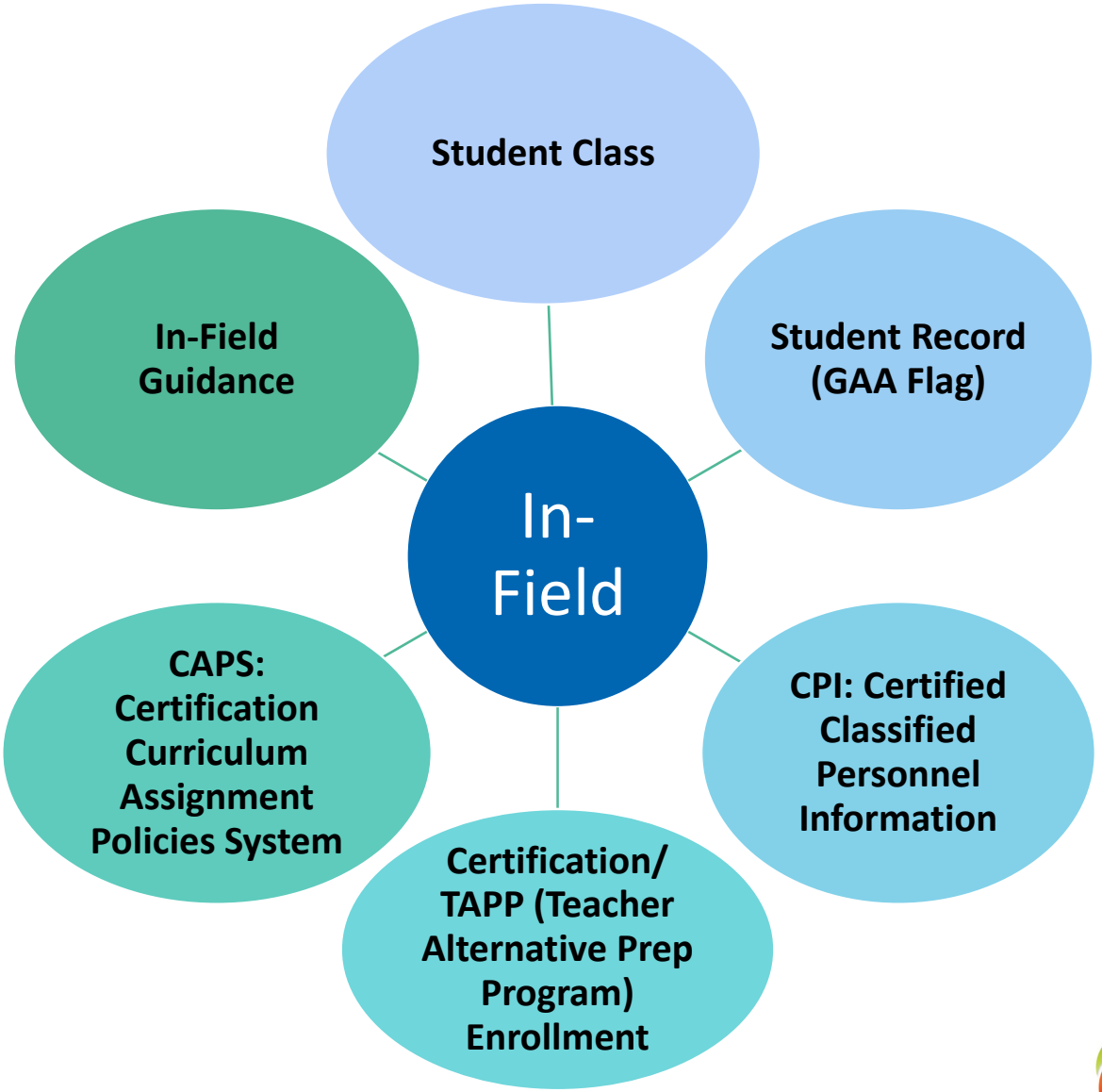
Basis of Operations

The In-field Portal uses Data Collections Data to determine whether or not the teacher holds credentials appropriate for his/her teaching assignment. Data includes:

- GaPSC Certification Records, including alternative certification program enrollment (updates nightly)
- CPI (subject and location assignments; waiver codes for regular education teachers)
- Student Class (course and service assignment, student info)
- Uses GaPSC Certification/Curriculum Assignment Policies System (CAPS) & GaDOE In-Field Guidance

"In-field" is typically opened to LEAs in January.

Determining In-Field



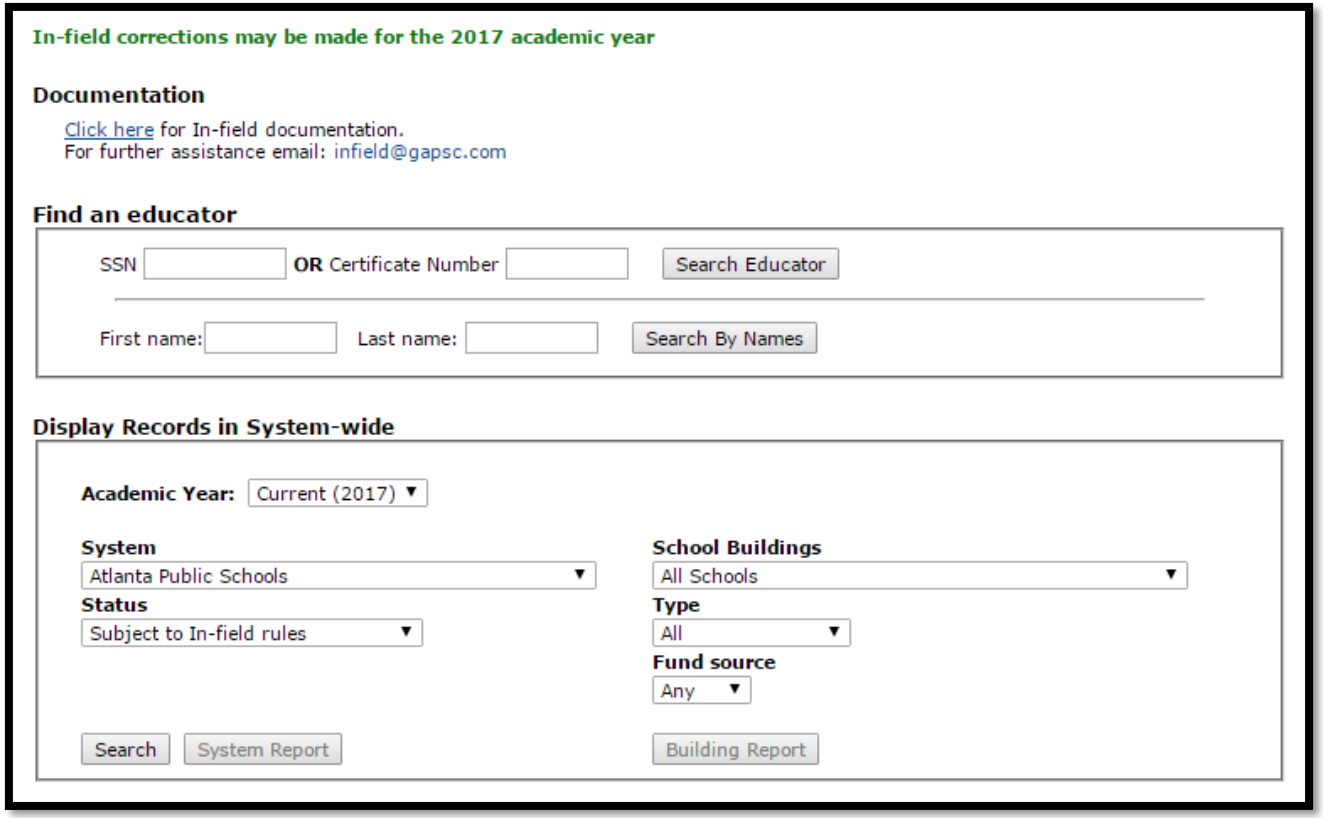
Data Collections

https://www.gadoe.org/technology-services/data-collections/Pages/Data-Collections-and-Reporting.aspx

- **Certified/Classified Personnel Information (CPI)**
  - Identifier (SSN)
  - Certificate Field Code (including CHW)
  - Job Code (Paraprofessional or Teacher)
  - Subject Matter Code
- **Student Class**
  - Identifier (SSN of Primary and Additional Teachers)
  - Course Code (Subject Matter, Modality)
  - Delivery Model (Gifted, ESOL, EIP, **SpEd**)
  - Inclusion Code (SpEd)
- **Student Record**
  - GAA Flag

BIG Updates in FY20
Ensure You are Aware of the New Guidance

Main Page

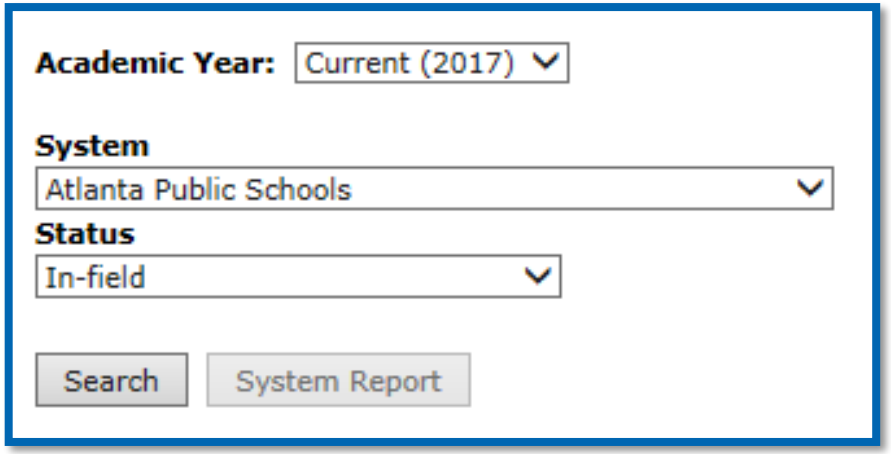

In-field corrections may be made for the 2017 academic year
Documentation
Click here for In-field documentation.
For further assistance email: infield@gapsc.com
Find an educator
SSN
OR Certificate Number
Search Educator
First name:
Last name:
Search By Names
Display Records in System-wide
Academic Year:
Current (2017)
System
Atlanta Public Schools
School Buildings
All Schools
Status
Subject to In-field rules
Type
All
Fund source
Any
Search
System Report
Building Report

List By Status

List educators by In-field status

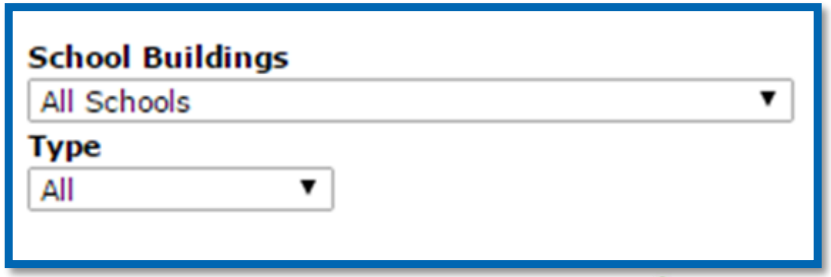
- **In-field**
- **Not In-field**
- **Subject to In-field rules**
- **In-field rules not applicable**
- **All**

(Subject to change)



Search By School

List educators by school building

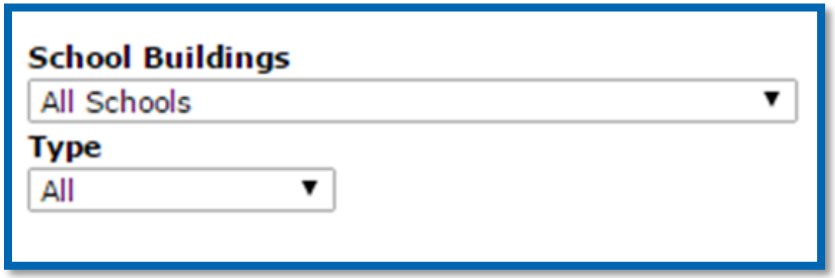


Search By Type

List educators by "Type"

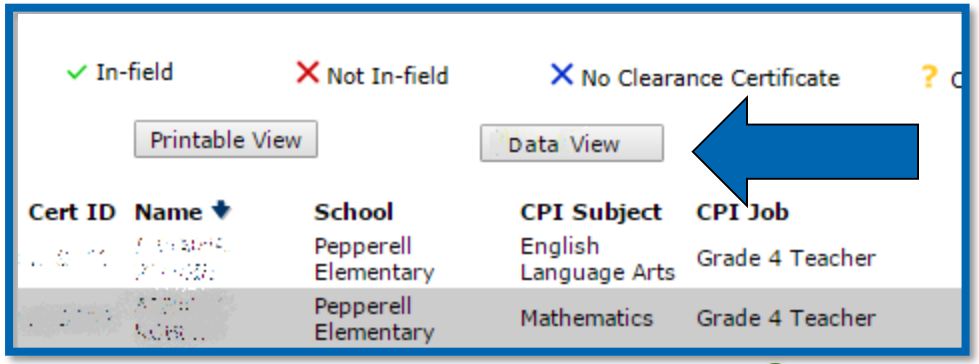
- **All**
- **Teachers**
- **SpEd Teachers**
- **Paraprofessionals**

(Subject to change)



Lists – Print or Download

- **Printable View - prints all rows on all pages of the list**
- **Data View - data from all rows on all pages of the list can be saved and opened in Excel or other spreadsheet software**



Click SSN/CertID for Details

Search | System Report | Building Report

✓ Qualified | ✓ PQ, but time-limited | ✓ PQ by certification waiver | ✗ Not PQ - no certificate or test | ✗ Not PQ - not enrolled in GATAPP program | ? Cannot determine - check coding | ✗ Not PQ - certificate OK, but no test | ✗ Not PQ - test OK, but no certificate | n/a - PQ not currently applicable

Printable View | Data View

Page 1 of 85

Cert ID	Name	School	CPI Subject	CPI Job	PQ Subject	PQ Job	Percent	Status
		Pepperell Elementary	English Language Arts	Grade 4 Teacher	Eng. Lang. Arts (Remedial) [23RENGL]	Grade 4 Teacher [104]	12	✓
		Pepperell Elementary	Mathematics	Grade 4 Teacher	Mathematics [27]	Grade 4 Teacher [104]	12	✓
		Pepperell Elementary	English Language Arts	Grade 4 Teacher	Eng. Lang. Arts [23ENGL]	Grade 4 Teacher [104]	12	✓
		Pepperell Elementary	Mathematics - Remedial	Grade 4 Teacher	Mathematics (Remedial) [27R]	Grade 4 Teacher [104]	12	✓
		Pepperell Elementary	Science (Grades K-6)	Grade 4 Teacher	Science (Grades K6) [41]	Grade 4 Teacher [104]	25	✓
		Pepperell Elementary	Social Sciences	Grade 4 Teacher	Social Studies [45SOCS]	Grade 4 Teacher [104]	25	✓

In-field Status Information

Status: ✗ Not In-field, no credential/waiver

System: Atlanta Public Schools

School: Woodson Park Academy

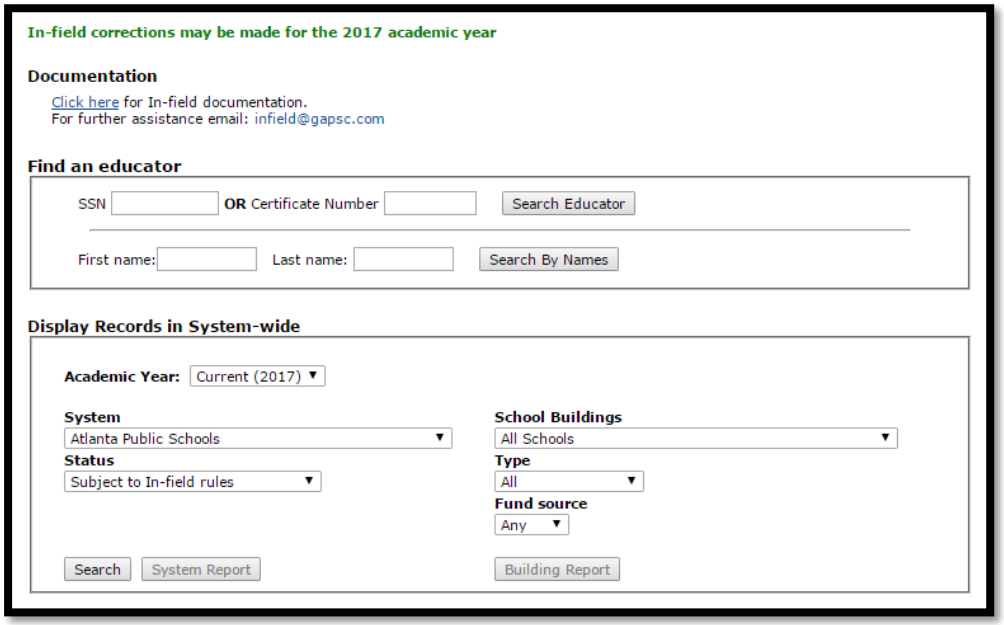
Course: 23.00600 Language Arts/Grade 5

Grade(s): 5

Class size: 59 | SpEd Modality 8: 0 | SpEd Modality 9: 0 | GAA: 0 | ESOL: 0 | Gifted: 0

Search By Name or ID

Locate an Educator



Details Page: Assignments

Name: [redacted]
Academic year: 2014

Add an entry (you may need to adjust the "percent" value of other entries)

System: [redacted] School: [redacted]
Subject: Select One Job: Select One
Type: Teacher Percent:

Add New Entry

HiQ Status Information

✓ Highly Qualified ✓ HiQ, but time-limited ✗ Not HiQ - no certificate or test ✗ Not HiQ -not enrolled in GATAPP program ? Cannot determine - check codin

System/School: [redacted]
Status: ✓ Highly qualified
Subject: Physical Science [40PSCI]
Job: Grades 9-12 Combination Teacher [1
Type: Teacher
Percent of Academic Year: 100
Reason: Select One
Last Modified: Never
CPI Job: Grades 9-12 Combination Teacher [11
CPI Subject: Physical Sciences [400]
CPI Percent: 100

Apply Corrections

System/School: Atlanta Public Schools/Kipp Strive Academy
Status: ✗ Not In-field
Subject: Mathematics (Sp Ed) [278]
Job: Grades 6-8 Combination Teacher [113]
Type: Teacher
Percent of Academic Year: 26
Reason: Select One
Last Modified: Never
CPI Job: Grades 6-8 Combination Teacher [113]
CPI Subject: Mathematics [278]
CPI Percent: 26

Apply Corrections

Certificates Held

The educator's certificate level is 4 with an effective date of 08/18/1995 in the following fields (expired fields are displayed as ~~strikethrough~~ - if all fields are expired, the certificate is expired):

Type	Field Description	First Issue Date	Current Issue Date	Begin Valid Date	End Valid Date
T	SCIENCE (6-12) [FLD748]	09/05/12	09/05/12	07/01/12	06/30/17
T	GIFTED IN-FIELD [FLD881]	06/18/13	06/18/13	05/22/13	06/30/17
~~T~~	~~SCIENCE (6-12) [FLD748]~~	~~11/14/95~~	~~09/12/00~~	~~07/01/00~~	~~06/30/05~~
~~T~~	~~SCIENCE (6-12) [FLD748]~~	~~11/14/95~~	~~11/14/95~~	~~08/18/95~~	~~06/30/00~~
~~NT~~	~~GIFTED IN-FIELD [FLD881]~~	~~10/11/12~~	~~10/11/12~~	~~07/01/12~~	~~06/30/14~~

Tests Passed

The educator has passed the following tests (or received equivalent credit):

Code	Title	Date
CRTP06	Science (Passed)	06/10/1995

Back to HiQ

Details: Bottom of Page

Certificates/Tests Needed

The educator could be in field in the following subjects and jobs if he/she is certified in the following areas and has passed the indicated test(s).

Subject	Job	Certificate	Test
Mathematics (Sp Ed)	Grades 6-8 Combination Teacher	MATHEMATICS (6-12)	Mathematics (Passed-Induction)
Mathematics (Sp Ed)	Grades 6-8 Combination Teacher	MATHEMATICS (6-12)	Mathematics (Passed-Professional)
Mathematics (Sp Ed)	Grades 6-8 Combination Teacher	MIDDLE GRADES (4-8) - MATH	Mid. Grades Math (Passed-Induction)
Mathematics (Sp Ed)	Grades 6-8 Combination Teacher	MIDDLE GRADES (4-8) - MATH	Mid. Grades Math (Passed- Professional)

Certificates Held

The educator's certificate level is 6 with an effective date of 07/29/2011 in the following fields (expired fields are displayed as ~~strikethrough~~ - if all fields are expired, the certificate is expired):

Type	Field Description	First Issue Date	Current Issue Date	Begin Valid Date	End Valid Date
SRT	HEALTH & PHYSICAL EDUCATION (P-12) [FLD761]	10/05/10	07/24/15	07/01/15	06/30/20
SRT	SP ED GENERAL CURRICULUM (P-12) CONSULTATIVE [FLD798]	10/05/10	07/24/15	07/01/15	06/30/20

Tests Passed

The educator has passed the following tests (or received equivalent credit):

Code	Title	Date
XMPTBS	Basic Skills exempt by SAT	11/01/1996
CRTP14	Health and Physical Education	08/04/2007
CRTP71	Sp Ed General Curriculum	06/13/2009

Monitoring

Indicator Requests	Cert ID	Educator Name	School	Course	18.2 Meets Fed/ State/ LEA PQ	18.2 20 Day Needed/ Provided	18.2/18.4 CHW Docs Present	18.5 FY19 PLP/PLG Present	18.5 FY18 PLP/PLG Progress	Notes
Paraprofessionals										
ES Para				Not Applicable		N/A	N/A			
MS Para				Not Applicable		N/A	N/A			
HS Para				Not Applicable		N/A	N/A			
GNETS Para				Not Applicable		N/A	N/A			
No Clearance Cert				Not Applicable		N/A	N/A			
Teachers										
ES Teacher										
MS Teacher										
HS Teacher										
Charter Teacher										
Alt. School Teacher										
Additional Core Tchr										
Gifted *Pulled Based on Student Coding										
AP/IB										
ESOL *Pulled Based on Student Coding										
CTAE Teacher										
[illegible]										
SpEd Adapted/General *Pulled Based on Student Coding							N/A			
SpEd Adapted/General *Pulled Based on Student Coding							N/A			
SpEd GNETS							N/A			
No Clearance Cert										
Teachers										
Data Validation 101					N/A	N/A		N/A	N/A	
Data Validation 101					N/A	N/A		N/A	N/A	
Data Validation 102					N/A	N/A		N/A	N/A	
Data Validation 102					N/A	N/A		N/A	N/A	
Data Validation 105					N/A	N/A		N/A	N/A	

What Questions Do You Have?

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