



Special Education Leadership Academy (SELDA)

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

July 11, 2019

**Dr. Ken Banter
Program Manager - Title I, Part A**

**Anne Marie Wiseman & Dr. Karen Cliett
Title I, Part A Area Specialists**

professionalqualifications@doe.k12.ga.us



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 If the definition of “highly qualified” is no longer applicable to special education teachers, what are the federal requirements related to the professional qualifications of those teachers?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

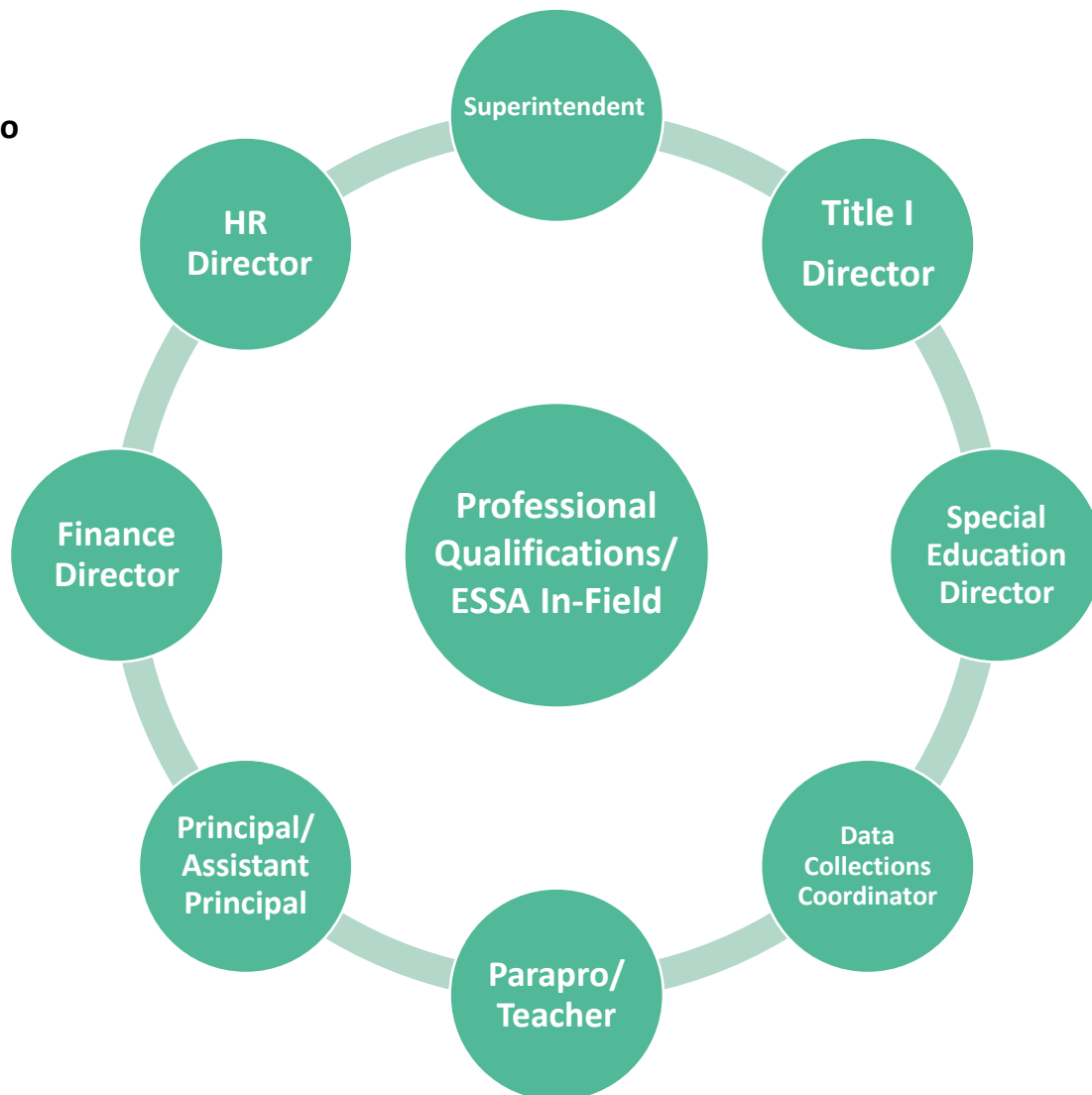
Foundational Knowledge – In-Field

All LEA educators must hold a clearance certificate

Paraprofessionals ESSA Sec.1111(g)(2)(M); GaPSC Certification Rule 505-2-.18	<ul style="list-style-type: none"> • Not Reported
Regular Education Teachers (Including Gifted and ESOL) O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-2065	<ul style="list-style-type: none"> • <u>LEA Does Not Waive Certification</u> Certification • <u>LEA Waives Certification</u> 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • Sp.Ed. Certification • Content: Certification
Substitute Teachers O.C.G.A. §20-2-216	<ul style="list-style-type: none"> • 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 designated with one (1) or more Special Education academic content concentrations. The Special Education academic content concentrations are science, social science, language arts and reading. The cognitive level appropriate for the educator's certificate is based on information contained in the student's Individualized Education Program (IEP).

1. Professional Certificate (See GaPSC Rule 505-2-.05 PROFESSIONAL CERTIFICATE);

2. Induction Certificate (See GaPSC Rule 505-2-.04 INDUCTION CERTIFICATE);

3. Non-Renewable Professional Certificate (See GaPSC Rule 505-2-.06 NON-RENEWABLE PROFESSIONAL CERTIFICATE);

4. International Exchange Certificate (See GaPSC Rule 505-2-.07 INTERNATIONAL EXCHANGE CERTIFICATE);

5. Permit (See GaPSC Rule 505-2-.10 PERMIT CERTIFICATE);

6. Adjunct License (See GaPSC Rule 505-2-.15 ADJUNCT LICENSE);

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

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

(a) To add academic content concentrations with designations in Special Education Adapted Curriculum, see GaPSC Rule 505-2-.107 SPECIAL EDUCATION ADAPTED CURRICULUM.

(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).

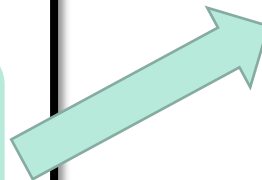
(a) Educators certified in Adapted Curriculum are in-field to provide educational services for all students in grades P-12 with disabilities whose Individualized Education Program (IEP) indicates instruction in an adapted curriculum leading to participation in the Georgia alternate assessment. Educators 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).

(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).



Determining In-Field

Georgia Professional Standards Commission
Ensuring Georgia's Highest Standard of Learning

HOME • CERTIFICATION • EDUCATION ASSESSMENT • EDUCATOR PREPARATION • ETHICS • COMMISSION • TEACH GEORGIA

Current Georgia Educators | Prospective Educators | Educators Moving to Georgia | Professional Learning

CERTIFICATION

- Themed Certification
- Certification Fields & Endorsements
- GAPSC Licenses & Permits
- Test Eligibility
- Application Forms & Procedures
- Certification & Licensure Assistance
- Special GA Endorsements
- National Board Certification
- Georgia Master Teacher Certification
- Public Certificate Lookup
- Certification Rules
- About the Certification Division
- Jobs and Job Fairs
- Certification FAQs
- Related Educator Certificate Fields
- Glossary of Terms

CAPS

CAPS (Certification/Curriculum Assignment Policies System) is a web-based, "in-field assignment" resource created by the Georgia Professional Standards Commission. This resource aligns courses from the Georgia state-approved curriculum with the Georgia certificate fields, which are in-field to teach that course. The system allows a user to find a course and its appropriate certificate fields using four different search criteria: choosing a subject area, entering a course number, entering an exact title or partial title, and/or choosing a grade level.

Courses listed in CAPS are described in [Rule 505-2-.02 OF 505-2-.04 OF 505-2-.05 OF 505-2-.06 OF 505-2-.07 OF 505-2-.08 OF 505-2-.09 OF 505-2-.10 OF 505-2-.11 OF 505-2-.12 OF 505-2-.13 OF 505-2-.14 OF 505-2-.15 OF 505-2-.16 OF 505-2-.17 OF 505-2-.18 OF 505-2-.19 OF 505-2-.20 OF 505-2-.21 OF 505-2-.22 OF 505-2-.23 OF 505-2-.24 OF 505-2-.25 OF 505-2-.26 OF 505-2-.27 OF 505-2-.28 OF 505-2-.29 OF 505-2-.30 OF 505-2-.31 OF 505-2-.32 OF 505-2-.33 OF 505-2-.34 OF 505-2-.35 OF 505-2-.36 OF 505-2-.37 OF 505-2-.38 OF 505-2-.39 OF 505-2-.40 OF 505-2-.41 OF 505-2-.42 OF 505-2-.43 OF 505-2-.44 OF 505-2-.45 OF 505-2-.46 OF 505-2-.47 OF 505-2-.48 OF 505-2-.49 OF 505-2-.50 OF 505-2-.51 OF 505-2-.52 OF 505-2-.53 OF 505-2-.54 OF 505-2-.55 OF 505-2-.56 OF 505-2-.57 OF 505-2-.58 OF 505-2-.59 OF 505-2-.60 OF 505-2-.61 OF 505-2-.62 OF 505-2-.63 OF 505-2-.64 OF 505-2-.65 OF 505-2-.66 OF 505-2-.67 OF 505-2-.68 OF 505-2-.69 OF 505-2-.70 OF 505-2-.71 OF 505-2-.72 OF 505-2-.73 OF 505-2-.74 OF 505-2-.75 OF 505-2-.76 OF 505-2-.77 OF 505-2-.78 OF 505-2-.79 OF 505-2-.80 OF 505-2-.81 OF 505-2-.82 OF 505-2-.83 OF 505-2-.84 OF 505-2-.85 OF 505-2-.86 OF 505-2-.87 OF 505-2-.88 OF 505-2-.89 OF 505-2-.90 OF 505-2-.91 OF 505-2-.92 OF 505-2-.93 OF 505-2-.94 OF 505-2-.95 OF 505-2-.96 OF 505-2-.97 OF 505-2-.98 OF 505-2-.99 OF 505-2-.100 OF 505-2-.101 OF 505-2-.102 OF 505-2-.103 OF 505-2-.104 OF 505-2-.105 OF 505-2-.106 OF 505-2-.107 OF 505-2-.108 OF 505-2-.109 OF 505-2-.110 OF 505-2-.111 OF 505-2-.112 OF 505-2-.113 OF 505-2-.114 OF 505-2-.115 OF 505-2-.116 OF 505-2-.117 OF 505-2-.118 OF 505-2-.119 OF 505-2-.120 OF 505-2-.121 OF 505-2-.122 OF 505-2-.123 OF 505-2-.124 OF 505-2-.125 OF 505-2-.126 OF 505-2-.127 OF 505-2-.128 OF 505-2-.129 OF 505-2-.130 OF 505-2-.131 OF 505-2-.132 OF 505-2-.133 OF 505-2-.134 OF 505-2-.135 OF 505-2-.136 OF 505-2-.137 OF 505-2-.138 OF 505-2-.139 OF 505-2-.140 OF 505-2-.141 OF 505-2-.142 OF 505-2-.143 OF 505-2-.144 OF 505-2-.145 OF 505-2-.146 OF 505-2-.147 OF 505-2-.148 OF 505-2-.149 OF 505-2-.150 OF 505-2-.151 OF 505-2-.152 OF 505-2-.153 OF 505-2-.154 OF 505-2-.155 OF 505-2-.156 OF 505-2-.157 OF 505-2-.158 OF 505-2-.159 OF 505-2-.160 OF 505-2-.161 OF 505-2-.162 OF 505-2-.163 OF 505-2-.164 OF 505-2-.165 OF 505-2-.166 OF 505-2-.167 OF 505-2-.168 OF 505-2-.169 OF 505-2-.170 OF 505-2-.171 OF 505-2-.172 OF 505-2-.173 OF 505-2-.174 OF 505-2-.175 OF 505-2-.176 OF 505-2-.177 OF 505-2-.178 OF 505-2-.179 OF 505-2-.180 OF 505-2-.181 OF 505-2-.182 OF 505-2-.183 OF 505-2-.184 OF 505-2-.185 OF 505-2-.186 OF 505-2-.187 OF 505-2-.188 OF 505-2-.189 OF 505-2-.190 OF 505-2-.191 OF 505-2-.192 OF 505-2-.193 OF 505-2-.194 OF 505-2-.195 OF 505-2-.196 OF 505-2-.197 OF 505-2-.198 OF 505-2-.199 OF 505-2-.200 OF 505-2-.201 OF 505-2-.202 OF 505-2-.203 OF 505-2-.204 OF 505-2-.205 OF 505-2-.206 OF 505-2-.207 OF 505-2-.208 OF 505-2-.209 OF 505-2-.210 OF 505-2-.211 OF 505-2-.212 OF 505-2-.213 OF 505-2-.214 OF 505-2-.215 OF 505-2-.216 OF 505-2-.217 OF 505-2-.218 OF 505-2-.219 OF 505-2-.220 OF 505-2-.221 OF 505-2-.222 OF 505-2-.223 OF 505-2-.224 OF 505-2-.225 OF 505-2-.226 OF 505-2-.227 OF 505-2-.228 OF 505-2-.229 OF 505-2-.230 OF 505-2-.231 OF 505-2-.232 OF 505-2-.233 OF 505-2-.234 OF 505-2-.235 OF 505-2-.236 OF 505-2-.237 OF 505-2-.238 OF 505-2-.239 OF 505-2-.240 OF 505-2-.241 OF 505-2-.242 OF 505-2-.243 OF 505-2-.244 OF 505-2-.245 OF 505-2-.246 OF 505-2-.247 OF 505-2-.248 OF 505-2-.249 OF 505-2-.250 OF 505-2-.251 OF 505-2-.252 OF 505-2-.253 OF 505-2-.254 OF 505-2-.255 OF 505-2-.256 OF 505-2-.257 OF 505-2-.258 OF 505-2-.259 OF 505-2-.260 OF 505-2-.261 OF 505-2-.262 OF 505-2-.263 OF 505-2-.264 OF 505-2-.265 OF 505-2-.266 OF 505-2-.267 OF 505-2-.268 OF 505-2-.269 OF 505-2-.270 OF 505-2-.271 OF 505-2-.272 OF 505-2-.273 OF 505-2-.274 OF 505-2-.275 OF 505-2-.276 OF 505-2-.277 OF 505-2-.278 OF 505-2-.279 OF 505-2-.280 OF 505-2-.281 OF 505-2-.282 OF 505-2-.283 OF 505-2-.284 OF 505-2-.285 OF 505-2-.286 OF 505-2-.287 OF 505-2-.288 OF 505-2-.289 OF 505-2-.290 OF 505-2-.291 OF 505-2-.292 OF 505-2-.293 OF 505-2-.294 OF 505-2-.295 OF 505-2-.296 OF 505-2-.297 OF 505-2-.298 OF 505-2-.299 OF 505-2-.300 OF 505-2-.301 OF 505-2-.302 OF 505-2-.303 OF 505-2-.304 OF 505-2-.305 OF 505-2-.306 OF 505-2-.307 OF 505-2-.308 OF 505-2-.309 OF 505-2-.310 OF 505-2-.311 OF 505-2-.312 OF 505-2-.313 OF 505-2-.314 OF 505-2-.315 OF 505-2-.316 OF 505-2-.317 OF 505-2-.318 OF 505-2-.319 OF 505-2-.320 OF 505-2-.321 OF 505-2-.322 OF 505-2-.323 OF 505-2-.324 OF 505-2-.325 OF 505-2-.326 OF 505-2-.327 OF 505-2-.328 OF 505-2-.329 OF 505-2-.330 OF 505-2-.331 OF 505-2-.332 OF 505-2-.333 OF 505-2-.334 OF 505-2-.335 OF 505-2-.336 OF 505-2-.337 OF 505-2-.338 OF 505-2-.339 OF 505-2-.340 OF 505-2-.341 OF 505-2-.342 OF 505-2-.343 OF 505-2-.344 OF 505-2-.345 OF 505-2-.346 OF 505-2-.347 OF 505-2-.348 OF 505-2-.349 OF 505-2-.350 OF 505-2-.351 OF 505-2-.352 OF 505-2-.353 OF 505-2-.354 OF 505-2-.355 OF 505-2-.356 OF 505-2-.357 OF 505-2-.358 OF 505-2-.359 OF 505-2-.360 OF 505-2-.361 OF 505-2-.362 OF 505-2-.363 OF 505-2-.364 OF 505-2-.365 OF 505-2-.366 OF 505-2-.367 OF 505-2-.368 OF 505-2-.369 OF 505-2-.370 OF 505-2-.371 OF 505-2-.372 OF 505-2-.373 OF 505-2-.374 OF 505-2-.375 OF 505-2-.376 OF 505-2-.377 OF 505-2-.378 OF 505-2-.379 OF 505-2-.380 OF 505-2-.381 OF 505-2-.382 OF 505-2-.383 OF 505-2-.384 OF 505-2-.385 OF 505-2-.386 OF 505-2-.387 OF 505-2-.388 OF 505-2-.389 OF 505-2-.390 OF 505-2-.391 OF 505-2-.392 OF 505-2-.393 OF 505-2-.394 OF 505-2-.395 OF 505-2-.396 OF 505-2-.397 OF 505-2-.398 OF 505-2-.399 OF 505-2-.400 OF 505-2-.401 OF 505-2-.402 OF 505-2-.403 OF 505-2-.404 OF 505-2-.405 OF 505-2-.406 OF 505-2-.407 OF 505-2-.408 OF 505-2-.409 OF 505-2-.410 OF 505-2-.411 OF 505-2-.412 OF 505-2-.413 OF 505-2-.414 OF 505-2-.415 OF 505-2-.416 OF 505-2-.417 OF 505-2-.418 OF 505-2-.419 OF 505-2-.420 OF 505-2-.421 OF 505-2-.422 OF 505-2-.423 OF 505-2-.424 OF 505-2-.425 OF 505-2-.426 OF 505-2-.427 OF 505-2-.428 OF 505-2-.429 OF 505-2-.430 OF 505-2-.431 OF 505-2-.432 OF 505-2-.433 OF 505-2-.434 OF 505-2-.435 OF 505-2-.436 OF 505-2-.437 OF 505-2-.438 OF 505-2-.439 OF 505-2-.440 OF 505-2-.441 OF 505-2-.442 OF 505-2-.443 OF 505-2-.444 OF 505-2-.445 OF 505-2-.446 OF 505-2-.447 OF 505-2-.448 OF 505-2-.449 OF 505-2-.450 OF 505-2-.451 OF 505-2-.452 OF 505-2-.453 OF 505-2-.454 OF 505-2-.455 OF 505-2-.456 OF 505-2-.457 OF 505-2-.458 OF 505-2-.459 OF 505-2-.460 OF 505-2-.461 OF 505-2-.462 OF 505-2-.463 OF 505-2-.464 OF 505-2-.465 OF 505-2-.466 OF 505-2-.467 OF 505-2-.468 OF 505-2-.469 OF 505-2-.470 OF 505-2-.471 OF 505-2-.472 OF 505-2-.473 OF 505-2-.474 OF 505-2-.475 OF 505-2-.476 OF 505-2-.477 OF 505-2-.478 OF 505-2-.479 OF 505-2-.480 OF 505-2-.481 OF 505-2-.482 OF 505-2-.483 OF 505-2-.484 OF 505-2-.485 OF 505-2-.486 OF 505-2-.487 OF 505-2-.488 OF 505-2-.489 OF 505-2-.490 OF 505-2-.491 OF 505-2-.492 OF 505-2-.493 OF 505-2-.494 OF 505-2-.495 OF 505-2-.496 OF 505-2-.497 OF 505-2-.498 OF 505-2-.499 OF 505-2-.500 OF 505-2-.501 OF 505-2-.502 OF 505-2-.503 OF 505-2-.504 OF 505-2-.505 OF 505-2-.506 OF 505-2-.507 OF 505-2-.508 OF 505-2-.509 OF 505-2-.510 OF 505-2-.511 OF 505-2-.512 OF 505-2-.513 OF 505-2-.514 OF 505-2-.515 OF 505-2-.516 OF 505-2-.517 OF 505-2-.518 OF 505-2-.519 OF 505-2-.520 OF 505-2-.521 OF 505-2-.522 OF 505-2-.523 OF 505-2-.524 OF 505-2-.525 OF 505-2-.526 OF 505-2-.527 OF 505-2-.528 OF 505-2-.529 OF 505-2-.530 OF 505-2-.531 OF 505-2-.532 OF 505-2-.533 OF 505-2-.534 OF 505-2-.535 OF 505-2-.536 OF 505-2-.537 OF 505-2-.538 OF 505-2-.539 OF 505-2-.540 OF 505-2-.541 OF 505-2-.542 OF 505-2-.543 OF 505-2-.544 OF 505-2-.545 OF 505-2-.546 OF 505-2-.547 OF 505-2-.548 OF 505-2-.549 OF 505-2-.550 OF 505-2-.551 OF 505-2-.552 OF 505-2-.553 OF 505-2-.554 OF 505-2-.555 OF 505-2-.556 OF 505-2-.557 OF 505-2-.558 OF 505-2-.559 OF 505-2-.560 OF 505-2-.561 OF 505-2-.562 OF 505-2-.563 OF 505-2-.564 OF 505-2-.565 OF 505-2-.566 OF 505-2-.567 OF 505-2-.568 OF 505-2-.569 OF 505-2-.570 OF 505-2-.571 OF 505-2-.572 OF 505-2-.573 OF 505-2-.574 OF 505-2-.575 OF 505-2-.576 OF 505-2-.577 OF 505-2-.578 OF 505-2-.579 OF 505-2-.580 OF 505-2-.581 OF 505-2-.582 OF 505-2-.583 OF 505-2-.584 OF 505-2-.585 OF 505-2-.586 OF 505-2-.587 OF 505-2-.588 OF 505-2-.589 OF 505-2-.590 OF 505-2-.591 OF 505-2-.592 OF 505-2-.593 OF 505-2-.594 OF 505-2-.595 OF 505-2-.596 OF 505-2-.597 OF 505-2-.598 OF 505-2-.599 OF 505-2-.600 OF 505-2-.601 OF 505-2-.602 OF 505-2-.603 OF 505-2-.604 OF 505-2-.605 OF 505-2-.606 OF 505-2-.607 OF 505-2-.608 OF 505-2-.609 OF 505-2-.610 OF 505-2-.611 OF 505-2-.612 OF 505-2-.613 OF 505-2-.614 OF 505-2-.615 OF 505-2-.616 OF 505-2-.617 OF 505-2-.618 OF 505-2-.619 OF 505-2-.620 OF 505-2-.621 OF 505-2-.622 OF 505-2-.623 OF 505-2-.624 OF 505-2-.625 OF 505-2-.626 OF 505-2-.627 OF 505-2-.628 OF 505-2-.629 OF 505-2-.630 OF 505-2-.631 OF 505-2-.632 OF 505-2-.633 OF 505-2-.634 OF 505-2-.635 OF 505-2-.636 OF 505-2-.637 OF 505-2-.638 OF 505-2-.639 OF 505-2-.640 OF 505-2-.641 OF 505-2-.642 OF 505-2-.643 OF 505-2-.644 OF 505-2-.645 OF 505-2-.646 OF 505-2-.647 OF 505-2-.648 OF 505-2-.649 OF 505-2-.650 OF 505-2-.651 OF 505-2-.652 OF 505-2-.653 OF 505-2-.654 OF 505-2-.655 OF 505-2-.656 OF 505-2-.657 OF 505-2-.658 OF 505-2-.659 OF 505-2-.660 OF 505-2-.661 OF 505-2-.662 OF 505-2-.663 OF 505-2-.664 OF 505-2-.665 OF 505-2-.666 OF 505-2-.667 OF 505-2-.668 OF 505-2-.669 OF 505-2-.670 OF 505-2-.671 OF 505-2-.672 OF 505-2-.673 OF 505-2-.674 OF 505-2-.675 OF 505-2-.676 OF 505-2-.677 OF 505-2-.678 OF 505-2-.679 OF 505-2-.680 OF 505-2-.681 OF 505-2-.682 OF 505-2-.683 OF 505-2-.684 OF 505-2-.685 OF 505-2-.686 OF 505-2-.687 OF 505-2-.688 OF 505-2-.689 OF 505-2-.690 OF 505-2-.691 OF 505-2-.692 OF 505-2-.693 OF 505-2-.694 OF 505-2-.695 OF 505-2-.696 OF 505-2-.697 OF 505-2-.698 OF 505-2-.699 OF 505-2-.700 OF 505-2-.701 OF 505-2-.702 OF 505-2-.703 OF 505-2-.704 OF 505-2-.705 OF 505-2-.706 OF 505-2-.707 OF 505-2-.708 OF 505-2-.709 OF 505-2-.710 OF 505-2-.711 OF 505-2-.712 OF 505-2-.713 OF 505-2-.714 OF 505-2-.715 OF 505-2-.716 OF 505-2-.717 OF 505-2-.718 OF 505-2-.719 OF 505-2-.720 OF 505-2-.721 OF 505-2-.722 OF 505-2-.723 OF 505-2-.724 OF 505-2-.725 OF 505-2-.726 OF 505-2-.727 OF 505-2-.728 OF 505-2-.729 OF 505-2-.730 OF 505-2-.731 OF 505-2-.732 OF 505-2-.733 OF 505-2-.734 OF 505-2-.735 OF 505-2-.736 OF 505-2-.737 OF 505-2-.738 OF 505-2-.739 OF 505-2-.740 OF 505-2-.741 OF 505-2-.742 OF 505-2-.743 OF 505-2-.744 OF 505-2-.745 OF 505-2-.746 OF 505-2-.747 OF 505-2-.748 OF 505-2-.749 OF 505-2-.750 OF 505-2-.751 OF 505-2-.752 OF 505-2-.753 OF 505-2-.754 OF 505-2-.755 OF 505-2-.756 OF 505-2-.757 OF 505-2-.758 OF 505-2-.759 OF 505-2-.760 OF 505-2-.761 OF 505-2-.762 OF 505-2-.763 OF 505-2-.764 OF 505-2-.765 OF 505-2-.766 OF 505-2-.767 OF 505-2-.768 OF 505-2-.769 OF 505-2-.770 OF 505-2-.771 OF 505-2-.772 OF 505-2-.773 OF 505-2-.774 OF 505-2-.775 OF 505-2-.776 OF 505-2-.777 OF 505-2-.778 OF 505-2-.779 OF 505-2-.780 OF 505-2-.781 OF 505-2-.782 OF 505-2-.783 OF 505-2-.784 OF 505-2-.785 OF 505-2-.786 OF 505-2-.787 OF 505-2-.788 OF 505-2-.789 OF 505-2-.790 OF 505-2-.791 OF 505-2-.792 OF 505-2-.793 OF 505-2-.794 OF 505-2-.795 OF 505-2-.796 OF 505-2-.797 OF 505-2-.798 OF 505-2-.799 OF 505-2-.800 OF 505-2-.801 OF 505-2-.802 OF 505-2-.803 OF 505-2-.804 OF 505-2-.805 OF 505-2-.806 OF 505-2-.807 OF 505-2-.808 OF 505-2-.809 OF 505-2-.810 OF 505-2-.811 OF 505-2-.812 OF 505-2-.813 OF 505-2-.814 OF 505-2-.815 OF 505-2-.816 OF 505-2-.817 OF 505-2-.818 OF 505-2-.819 OF 505-2-.820 OF 505-2-.821 OF 505-2-.822 OF 505-2-.823 OF 505-2-.824 OF 505-2-.825 OF 505-2-.826 OF 505-2-.827 OF 505-2-.828 OF 505-2-.829 OF 505-2-.830 OF 505-2-.831 OF 505-2-.832 OF 505-2-.833 OF 505-2-.834 OF 505-2-.835 OF 505-2-.836 OF 505-2-.837 OF 505-2-.838 OF 505-2-.839 OF 505-2-.840 OF 505-2-.841 OF 505-2-.842 OF 505-2-.843 OF 505-2-.844 OF 505-2-.845 OF 505-2-.846 OF 505-2-.847 OF 505-2-.848 OF 505-2-.849 OF 505-2-.850 OF 505-2-.851 OF 505-2-.852 OF 505-2-.853 OF 505-2-.854 OF 505-2-.855 OF 505-2-.856 OF 505-2-.857 OF 505-2-.858 OF 505-2-.859 OF 505-2-.860 OF 505-2-.861 OF 505-2-.862 OF 505-2-.863 OF 505-2-.864 OF 505-2-.865 OF 505-2-.866 OF 505-2-.867 OF 505-2-.868 OF 505-2-.869 OF 505-2-.870 OF 505-2-.871 OF 505-2-.872 OF 505-2-.873 OF 505-2-.874 OF 505-2-.875 OF 505-2-.876 OF 505-2-.877 OF 505-2-.878 OF 505-2-.879 OF 505-2-.880 OF 505-2-.881 OF 505-2-.882 OF 505-2-.883 OF 505-2-.884 OF 505-2-.885 OF 505-2-.886 OF 505-2-.887 OF 505-2-.888 OF 505-2-.889 OF 505-2-.890 OF 505-2-.891 OF 505-2-.892 OF 505-2-.893 OF 505-2-.894 OF 505-2-.895 OF 505-2-.896 OF 505-2-.897 OF 505-2-.898 OF 505-2-.899 OF 505-2-.900 OF 505-2-.901 OF 505-2-.902 OF 505-2-.903 OF 505-2-.904 OF 505-2-.905 OF 505-2-.906 OF 505-2-.907 OF 505-2-.908 OF 505-2-.909 OF 505-2-.910 OF 505-2-.911 OF 505-2-.912 OF 505-2-.913 OF 505-2-.914 OF 505-2-.915 OF 505-2-.916 OF 505-2-.917 OF 505-2-.918 OF 505-2-.919 OF 505-2-.920 OF 505-2-.921 OF 505-2-.922 OF 505-2-.923 OF 505-2-.924 OF 505-2-.925 OF 505-2-.926 OF 505-2-.927 OF 505-2-.928 OF 505-2-.929 OF 505-2-.930 OF 505-2-.931 OF 505-2-.932 OF 505-2-.933 OF 505-2-.934 OF 505-2-.935 OF 505-2-.936 OF 505-2-.937 OF 505-2-.938 OF 505-2-.939 OF 505-2-.940 OF 505-2-.941 OF 505-2-.942 OF 505-2-.943 OF 505-2-.944 OF 505-2-.945 OF 505-2-.946 OF 505-2-.947 OF 505-2-.948 OF 505-2-.949 OF 505-2-.950 OF 505-2-.951 OF 505-2-.952 OF 505-2-.953 OF 505-2-.954 OF 505-2-.955 OF 505-2-.956 OF 505-2-.957 OF 505-2-.958 OF 505-2-.959 OF 505-2-.960 OF 505-2-.961 OF 505-2-.962 OF 505-2-.963 OF 505-2-.964 OF 505-2-.965 OF 505-2-.966 OF 505-2-.967 OF 505-2-.968 OF 505-2-.969 OF 505-2-.970 OF 505-2-.971 OF 505-2-.972 OF 505-2-.973 OF 505-2-.974 OF 505-2-.975 OF 505-2-.976 OF 505-2-.977 OF 505-2-.978 OF 505-2-.979 OF 505-2-.980 OF 505-2-.981 OF 505-2-.982 OF 505-2-.983 OF 505-2-.984 OF 505-2-.985 OF 505-2-.986 OF 505-2-.987 OF 505-2-.988 OF 505-2-.989 OF 505-2-.990 OF 505-2-.991 OF 505-2-.992 OF 505-2-.993 OF 505-2-.994 OF 505-2-.995 OF 505-2-.996 OF 505-2-.997 OF 505-2-.998 OF 505-2-.999 OF 505-2-1000](#)

Effective July 1, 2014

505-2-.94 ART

(1) **Certificate Requirements.**

(a) Professional Certificate (See GaPSC Rule 505-2-.05 PROFESSIONAL CERTIFICATE);

(b) Induction Certificate (See GaPSC Rule 505-2-.04 INDUCTION CERTIFICATE);

(c) Non-Renewable Professional Certificate (See GaPSC Rule 505-2-.09 NON-RENEWABLE PROFESSIONAL CERTIFICATE);

(d) International Exchange Certificate (See GaPSC Rule 505-2-.11 INTERNATIONAL EXCHANGE CERTIFICATE);

(e) Permit (See GaPSC Rule 505-2-.10 PERMIT CERTIFICATE); and

(f) Adjunct License (See GaPSC Rule 505-2-.15 ADJUNCT LICENSE).

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

(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).** Educators certified in Art are in-field to teach specified Georgia curriculum courses in grades P-12. Each state-approved curriculum course, with specified certificate fields that are designated as in-field, may be found under Certification/Curriculum Assignment Policies (CAPS) on the GaPSC web site at www.gapsc.com.

Authority O.C.G.A. 20-2-200

(4) Renewal Requirements IS

(5) In-Field Statement (See certified in Art are in-field to teach approved curriculum course, with found under Certification/Curriculum www.gaspc.com.

Authority O.C.G.A. 20-2-200

Click a course number to see the course details and the appropriate certificate(s).

Course #	Course Title	Phrase/Certificates	Effective date	Expired date
67.0100	Introduction to Mechanical Systems (ACCT-INS)	CONSTRUCTION		
		CONSTRUCTION CLUSTER		
		HVACR		
67.0110	HVACR 1 (ACCT-HVACR1)	CONSTRUCTION		
		CONSTRUCTION CLUSTER		
		HVACR		
67.0120	HVACR 2 (ACCT-HVACR2)	CONSTRUCTION		
		CONSTRUCTION CLUSTER		
		HVACR		
67.0140	Introduction to HVACR Systems	CONSTRUCTION		

12345678910...

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—
 - o has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - o is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - o 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.
 - o 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.

Best Practices for the Notification

ESSA does not prescribe the exact content of the notification. The following are considered best practices when no other guidance is provided:

- Develop written procedure for preparing and disseminating notification documents.
- Notify parents in multiple languages.
- Notify parents in a timely manner.
- Notify parents, to the extent possible, in a timely manner.
- Ensure the notification includes the following information:

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 Student 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—
 - o has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - o is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - o 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 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. (It is the LEA's responsibility to ensure that the teacher is aligned with the requirements required.)
- Clearance or other requirements
- 20 Day Notification
 - Paragraph
 - Notification
 - Subject area
 - Subject area
 - as stated

In Georgia, notification requirements apply to ALL teachers in all LEA schools/programs.

- 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 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
<p>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)]</p> <div></div>
<p>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)]</p> <div></div>
<p>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)]</p> <div></div>

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)(1)(C)(ix)

Annual State Report to USDE

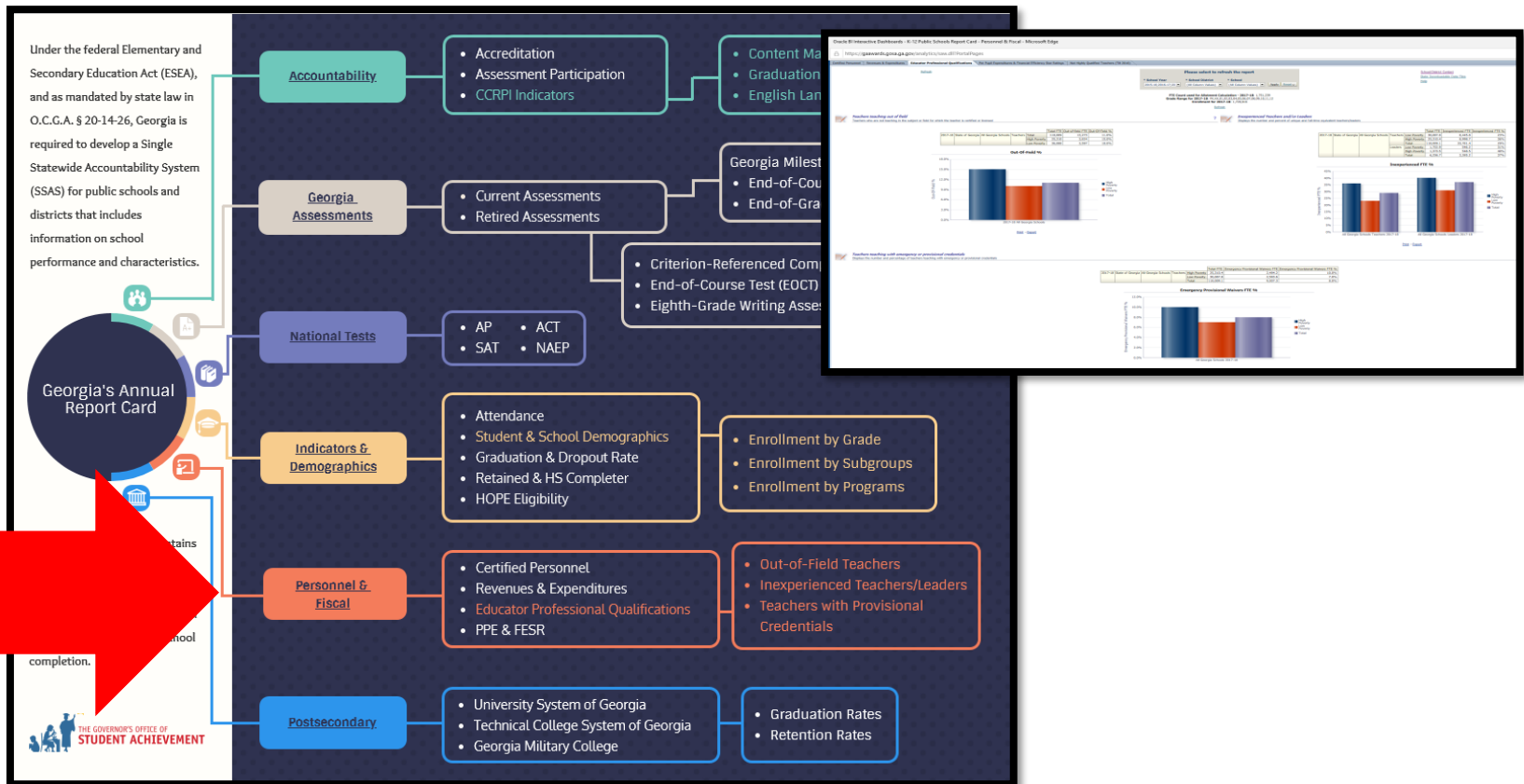
Each State educational agency receiving assistance under this part shall report annually to the Secretary, and make widely available within the State...

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)(1)(C)(ix)

Required State Reporting

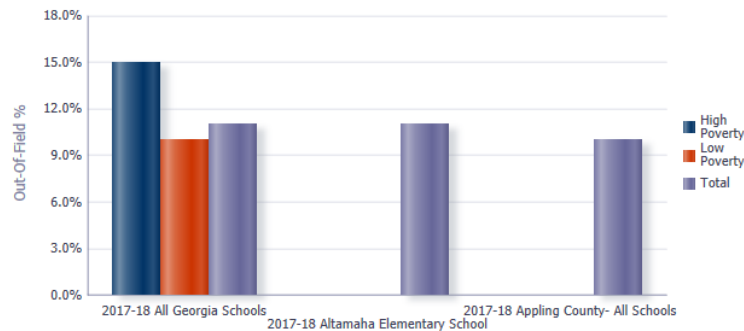


GOSA > Report Cards > K-12 Public > Personnel & Fiscal > Educator Professional Qualifications

Required State Reporting

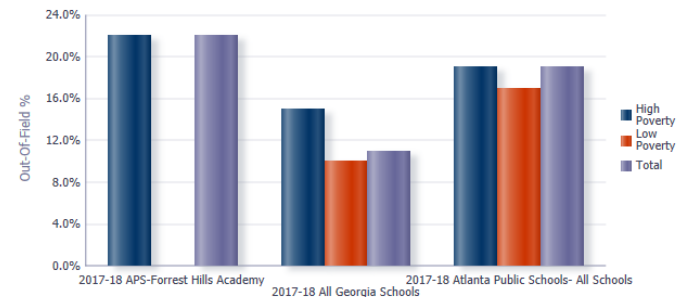
					Total FTE	Out-of-field FTE	Out-Of-Field %
2017-18	Appling County	Altamaha Elementary School	Teachers	Total	29	3	11.0%
		Appling County- All Schools	Teachers	Total	273	27	10.0%
	State of Georgia	All Georgia Schools	Teachers	Total	118,009	13,273	11.0%
			High Poverty	Low Poverty	25,310	3,824	15.0%
			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

Out-Of-Field %



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

Out-Of-Field %



Website Resources

The screenshot shows the GaDOE website with the navigation menu at the top. The 'Offices & Divisions' link is highlighted in red. Below the menu, the 'Teaching and Learning' section is expanded, and the 'Title Programs' link is highlighted in red. The main content area features a large image of a microphone and the text 'FEDTalks A podcast for the discussion of Georgia's Federal Programs'. Below this, there is a section for 'Updates from the Division of Federal Programs' and a 'CLICK HERE' button. The footer includes 'External Links' and 'FY19 Year at a Glance'.

The screenshot shows the 'Professional Qualifications & ESSA In-Field Reporting' page. The page includes a search bar, a navigation menu, and a main content area with the following sections: 'Office of Teaching and Learning', 'Teacher and Leader Support and Development', 'Title II, Part A', 'Georgia's Systems of Continuous Improvement', 'Teacher Keys Effectiveness System', 'Leader Keys Effectiveness System', 'Teacher/ Leader Induction Guidance', 'Professional Learning/ Resources', and 'GaDOE Electronic Platform'. The page also features a 'Related Pages' section with links to 'Federal Programs', 'Title II, Part A', 'Data Collections', 'Charter Division', 'Strategic Waiver Support', 'Georgia Professional Standards Commission', and 'T&L Course Numbers and Descriptions'. A 'Contacts' section lists 'PQ/In-Field Guidance Questions' and 'In-Field Portal Questions'. A 'Resources' section lists 'Official Code of Georgia (OCGA)' and 'State Board of Education (SBOE)'. A 'RESOURCES' section includes 'Overview Documents', 'Guidance Documents', and 'Sample Notification Documents'.

GaDOE > Offices & Divisions > Federal Programs > Title Programs
“Professional Qualifications and ESSA In-Field Reporting”

Resources – Special Education



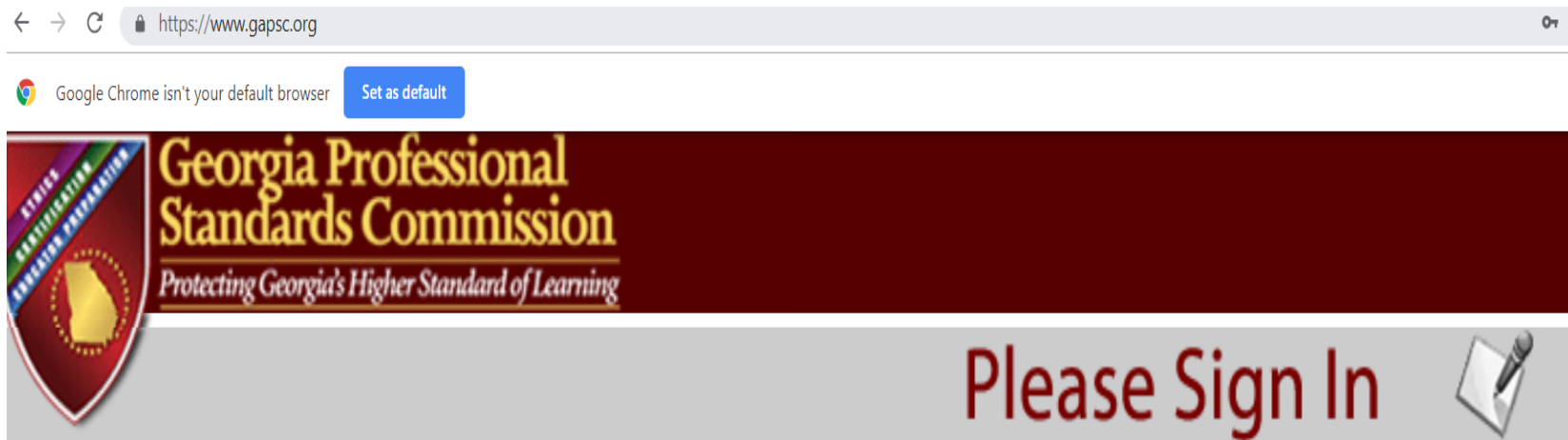
Purpose:

- 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

Georgia Professional Standards Commission
Protecting Georgia's Higher Standard of Learning

Home Change Password Update Profile Logout

Quick Lookup SSN Certification ID

ExpressLane CAPSLOOKUP **In-field**

Message Center
If you need assistance...

Resources
[Certification Resources](#)
[Certification Training Library](#)
[PRS-II Screen Shots - 6/14/17](#)
[Site Visitor 2017 Training](#)

Downloads
[Certification Applications and Forms](#)
[Pre-Service Certificate Application](#)
[CLAIMS Application](#)

Links
[PSC Home Page](#)
[Georgia School Superintendents Association](#)
[Georgia Department of Education](#)

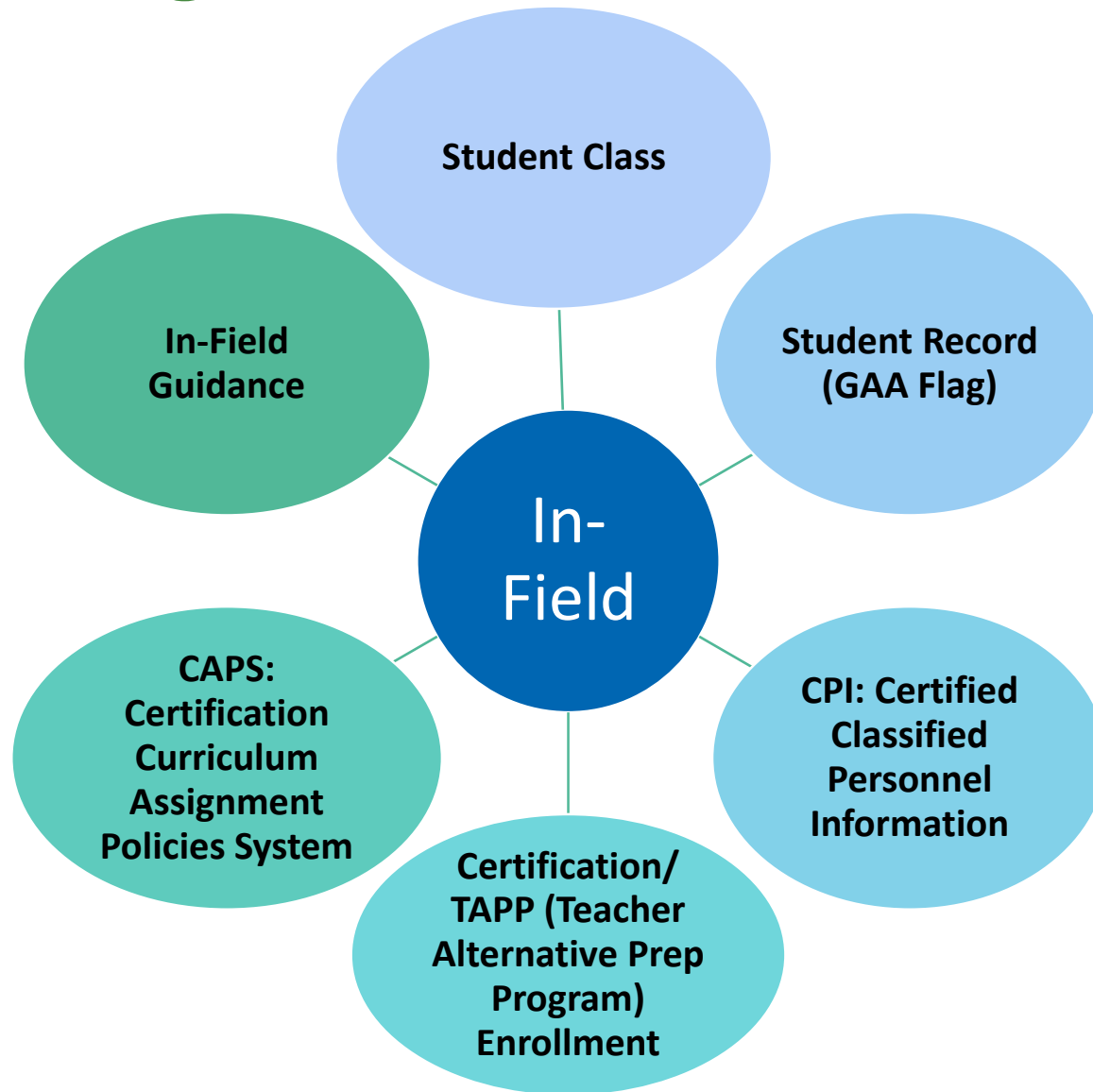
Basis of Operations

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

First name: Last name:

Display Records in System-wide

Academic Year:

System

Status

School Buildings

Type

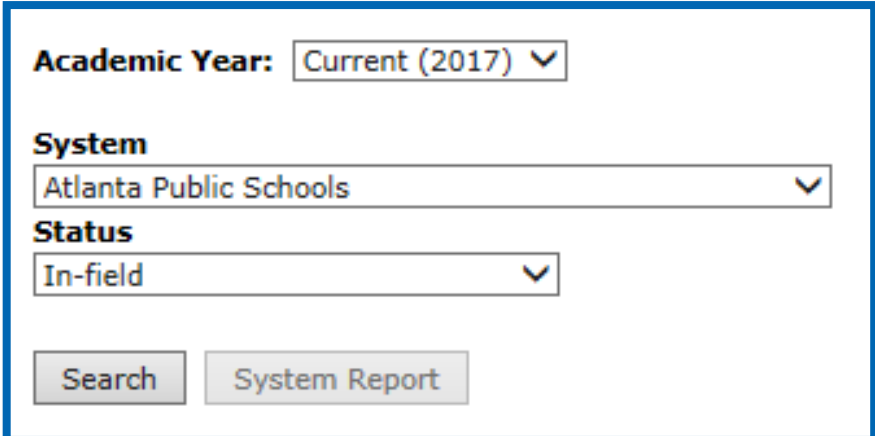

Fund source

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)



Academic Year: Current (2017) ▼


System
Atlanta Public Schools ▼

Status
In-field ▼

Search System Report

Search By School

List educators by school building



School Buildings
All Schools ▼

Type
All ▼

Search By Type

List educators by “Type”

- All
- Teachers
- SpEd Teachers
- Paraprofessionals

(Subject to change)

School Buildings

All Schools ▼

Type

All ▼

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

Cert ID	Name ↓	School	CPI Subject	CPI Job
[Cert ID]	JENNIFER [Name]	Pepperell Elementary	English Language Arts	Grade 4 Teacher
[Cert ID]	AARON [Name]	Pepperell Elementary	Mathematics	Grade 4 Teacher

Note: A blue arrow points from the "Data View" button to the right side of the table.

Search By Name or ID

Locate an Educator

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

First name: Last name:

Display Records in System-wide

Academic Year: ▼

System
 ▼

Status
 ▼

School Buildings
 ▼

Type
 ▼

Fund source
 ▼

Find an educator

SSN OR Certificate Number

First name Last name

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: [REDACTED]
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 coding

System/School: [REDACTED]
Status: ✓ Highly qualified
Subject: Physical Science [40PSCI]
Job: Grades 9-12 Combination Teacher [113]
Type: Teacher
Percent of Academic Year: 100
Reason: Select One
Last Modified: Never
CPI Job: Grades 9-12 Combination Teacher [113]
CPI Subject: Physical Sciences [400]
CPI Percent: 100
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
CRTPO6	Science (Passed)	06/10/1995

Back to HiQ

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

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).

<u>Subject</u>	<u>Job</u>	<u>Certificate</u>	<u>Test</u>
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):

<u>Type</u>	<u>Field Description</u>	<u>First Issue Date</u>	<u>Current Issue Date</u>	<u>Begin Valid Date</u>	<u>End Valid Date</u>
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):

<u>Code</u>	<u>Title</u>	<u>Date</u>
XMPTBS	Basic Skills exempt by SAT	11/01/1996
CRT14	Health and Physical Education	08/04/2007
CRT71	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 Tch										
Gifted										
*Pulled Based on Student Coding										
AP/IB										
ESOL										
*Pulled Based on Student Coding										
CTAE Teacher										
SpEd Adapted/General							N/A			
*Pulled Based on Student Coding							N/A			
SpEd Adapted/General							N/A			
*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?



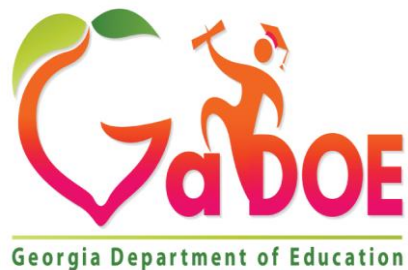
www.gadoe.org



@georgiadeptofed



youtube.com/c/GeorgiaDepartmentofEducation



**EDUCATING
GEORGIA'S FUTURE**