

Provo City School District
Policy Series 5000: Personnel



5050 P3

LEA SPECIFIC EDUCATOR LICENSING

In accordance with USBE rule R277-301, The Utah State Board of Education (USBE) permits a Local Education Agency (LEA) the ability to request an educator license for individuals who do not possess a current license.

LEA Specific Licenses Requirements – The general requirements for an LEA Specific License in Provo City School District include:

- Position must meet an area of teacher shortage, or critical need as approved by the Deputy Superintendent of Human Resources.
- Candidate must complete a criminal background check and clearance, and obtain a CACTUS ID # in accordance with USBE rule R277-214.
- Candidate must complete the USBE Ethics review, all PCSD required training, and any additional USBE training prior to instructing students as defined in USBE rule R277-500.
- Candidate must possess a Bachelor’s degree in a related field from an accredited college or university; and/or demonstrate content knowledge and pedagogical requirements through previously verified experiences.

An application for an LEA Specific License must receive approval from the Provo City School District Board of Education in a public meeting prior to the LEA application to USBE.

An LEA Specific License application may include all USBE license areas of concentration and endorsements. In rare circumstances, Provo City School District may consider an application for an individual to be awarded an LEA Specific License in the area of Special Education. If approved, this license (Special Education) will be limited to 1-year per USBE rule R277-301.

An LEA Specific License may be requested for 1, 2, or 3 years by the Provo City School District and must be renewed upon expiration through the same application process as defined by the USBE. In accordance with USBE rule R277-301(7), an approved LEA Specific Educator License is only valid in Provo City School District and expires immediately upon employment separation.

LEA Specific Educator Training, Mentoring, and Support-- Within the first year of employment, the educator will complete the following trainings, and receive additional supports:

- Educator Ethics;
- Classroom management and instruction;

- Basic special education law and instruction;
- Utah Effective Teaching Standards in R277-530;

The Educator must participate in the District Mentoring Program for new teachers for up to 3 years and complete the requirements of a Professional Growth Plan.

- The district/school will assign a trained mentor and instructional coach to help the educator meet the Utah Effective Teaching Standards established in R277-300;
- The district/school will develop a Professional Growth plan that supports the educator towards acquiring a professional license.

Provo City School District will post LEA Specific Educator Licenses; license areas; or endorsements on each school's website. The post shall include:

- A disclosure of the fact that the school employs LEA Specific Educator Licenses, license areas, and endorsements;
- The percentage of types of licenses, license areas, and endorsements held by educators in the school based on the employees' FTE in CACTUS;
- A link to the Utah Educator Look-up tool.

References:

USBE Board Rule R 277-301 Educator Licensing

USBE Board Rule R 277-500 Educator Licensing Renewal Timelines, and Required Fingerprint Background Checks.

Utah Code 53E-6-307

PCSD Policy 5050