

Professional Certification Fall 2022 Webinar

Professional Certification, OSPI



Washington Office of Superintendent of
PUBLIC INSTRUCTION

Vision

All students prepared for post-secondary pathways, careers, and civic engagement.

Mission

Transform K–12 education to a system that is centered on closing opportunity gaps and is characterized by high expectations for all students and educators. We achieve this by developing equity-based policies and supports that empower educators, families, and communities.

Values

- Ensuring Equity
- Collaboration and Service
- Achieving Excellence through Continuous Improvement
- Focus on the Whole Child



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Equity Statement

Each student, family, and community possesses strengths and cultural knowledge that benefits their peers, educators, and schools.

Ensuring educational equity:

- Goes beyond equality; it requires education leaders to examine the ways current policies and practices result in disparate outcomes for our students of color, students living in poverty, students receiving special education and English Learner services, students who identify as LGBTQ+, and highly mobile student populations.
- Requires education leaders to develop an understanding of historical contexts; engage students, families, and community representatives as partners in decision-making; and actively dismantle systemic barriers, replacing them with policies and practices that ensure all students have access to the instruction and support they need to succeed in our schools.



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Tribal Land Acknowledgement

I would like to acknowledge the Indigenous people who have stewarded this land since time immemorial and who still inhabit the area today, the Steh-Chass Band of Indigenous people of the Squaxin Island Tribe.



Professional Certification

- **Timothy York** – Director
- **Customer Service Contact Information:**
- **Telephone:** 360.725.6400
- **Email:** cert@k12.wa.us
- **Website:** www.k12.wa.us/certification



Today's Presenters

- **Britiney Kennedy**
- **Paige Nielsen**
- **Trinity Storm**



Agenda

- Certificate Requirements
- Registry of Certificates
- Rush Requests
- Policy Updates
- E-Certification System
- Clock Hours
- Additional Information
- Frequent Certificate Questions



Certificate Requirements

- Teacher
- CTE Teacher
- Administrator
- ESA
- Limited Certificates
- Paraeducator



Certificate Requirements: **Teacher**

Residency:

- **First Issue:**

- Bachelor's degree
- State-approved program
- OR
- 3 years certified, out-of-state K-12 experience
- Basic skills and content testing
- No expiration date

- **Reissue:**

- Apply after reported with 1.5 FTE years experience
- Issued with 5-year expiration date



Certificate Requirements: **Teacher**

Professional:

- **Upgrade:**

- Valid National Board for Professional Teaching Standards certificate
OR
ProTeach assessment (no longer offered)
- Issues of abuse and emotional or behavioral distress in students



Certificate Requirements: **Teacher**

Initial, Residency, Professional, Continuing, CTE:

- **Renewal of Valid Certificate:**

- 100 continuing education credit hours
 - Must include 15 STEM hours for certain endorsements & all CTE
- Issues of abuse and emotional or behavioral distress in students (1st 5-year renewal)
- Additional renewal requirements coming 7/1/2023*



Certificate Requirements: **Teacher**

Initial, Residency, Professional, Continuing, CTE:

- **Renewal of Expired Certificate:**

- 100 continuing education credit hours
 - Must include 15 STEM hours for certain endorsements
- Issues of abuse and emotional or behavioral distress in students (1st 5-year renewal)
- Additional renewal requirements coming 7/1/2023*
- Documentation of continuing education credit hours
- Background check (fingerprinting) if no other valid cert on file



Certificate Requirements: Teacher

STEM Requirements

Science, Technology, Engineering, Mathematics

As of September 1, 2019, completion of **15** continuing education credit hours or at least **1 goal** from an annual professional growth plan (PGP) with an emphasis on STEM integration (the combination of at least 2 STEM components) is required for:

- Renewal applications for initial, residency, continuing, and professional teacher certificates with certain endorsements*
- Renewal of all initial and continuing CTE teacher certificates

*A full list of applicable endorsements is available on the [Professional Educator Standards Board](#) (link is external) webpage



Certificate Requirements: **Teacher**

Residency, Professional, Continuing:

- **Renewal Options:**

- In lieu of continuing education requirements, educators may provide verification of a valid certificate from 1 of the following:
 - **National Board for Professional Teaching Standards (meets STEM also)**
 - **National Association of School Psychologists**
 - **American Speech-Language-Hearing Association**
 - **Board Certified Behavior Analyst**
- All other requirements are still needed



Certificate Requirements: **Teacher**

Substitute

- No expiration date
- No renewal requirements
- Holding an active certificate removes requirement to be fingerprinted for certification purposes



Certificate Requirements: **Teacher**

First Peoples' Language, Culture and Oral Traditions:

- **First Issue:**

- Requires completion of a sovereign tribal government's language/culture teacher certification program
- Issues of abuse and emotional or behavioral distress in students
- Background check (fingerprinting)

- **Renewal:**

- Requires completion of a sovereign tribal government's language/culture teacher certification renewal program
- Background check (fingerprinting)



Certificate Requirements: **Career and Technical Education (CTE)**

Initial

- **Plan 1 (University):**
 - Bachelor's degree
 - CTE program completion
 - Experience
 - Basic skills testing
 - Content knowledge testing
 - Residency Teacher Certificate



Certificate Requirements: **Career and Technical Education (CTE)**

Initial

- **Plan 2 (Business & Industry):**

- Business & Industry Route program completion

OR

3 years certified, out-of-state CTE teaching experience

- Issues of abuse and emotional or behavioral distress in students
 - Experience
 - Basic skills testing



Certificate Requirements: **Career and Technical Education (CTE)**

Continuing

- **Upgrade:**

- 150 continuing education credit hours
 - Must include 15 STEM hours
 - OR valid National Board for Professional Teaching Standards Certificate (NBPTS) in lieu of the continuing education requirement and STEM hours
- 2 years of CTE teaching experience



Certificate Requirements: **Career and Technical Education (CTE)**

Continuing

- **Renewal:**

- 100 continuing education credit hours
 - Must include 15 STEM hours

OR

- Valid NBPTS Certificate in lieu of the continuing education requirement and STEM hours



Certificate Requirements: **Career and Technical Education (CTE)**

Conditional

- **First Issue:**

- Requires employer (district) request

- **Renewal:**

- Requires new employer (district) request
- 50 clock hours must be completed during validity of certificate, verified by employer (district)



Certificate Requirements: **Career and Technical Education (CTE)**

Career Guidance Specialist

- **No Programs Offered:**

- Only those who hold or held a CTE Counselor or CTE Occupational Information Specialist Certificate may convert to the Career Guidance Specialist Certificate with completion of the following:
 - 100 continuing education credit hours



Certificate Requirements: **CTE Director**

Initial

- **First Issue:**

- Must complete a CTE Director Program
- PLUS:
 - Hold a Residency, Continuing, or Professional Administrator Certificate
 - OR
 - 3 years of certified CTE Teacher, CTE Administrator, or CTE Career Guidance Specialist/Occupational Information Specialist/CTE Counselor experience

- **Renewal:**

- 100 continuing education credit hours
- Additional renewal requirements coming 7/1/2023*



Certificate Requirements: **CTE Director**

Continuing

- **Upgrade:**

- 150 clock hours
- 2 years CTE Director experience

- **Renewal:**

- 100 clock hours
- Additional renewal requirements coming 7/1/2023*



Certificate Requirements: Career and Technical Education (CTE)

Additional CTE Notes

- **Adding VCODES:**

- Initial or Continuing CTE certificate
 - Paper application available on our website. Applicant must mail the application with appropriate fee(s).
- Limited CTE Conditional Certificate
 - District must enter the request in e-Cert and email Kelli Bennett (kelli.bennett@k12.wa.us) to let her know the request is in the system. The district should advise the applicant to *not* apply or pay a fee as there are no refunds.



Certificate Requirements: **Administrator**

Administrator Roles:

- **Principal**
- **Program Administrator**
- **Superintendent**



Certificate Requirements: **Administrator**

Residency Administrator Roles:

- **Principal**
- **Program Administrator**



Certificate Requirements: **Administrator**

Principal and Program Administrator

Residency Administrator

- **First Issue:**

- Master's degree
- State-approved program for the role

OR

3 years full-time, out-of-state experience + certification



Certificate Requirements: **Administrator**

Principal and Program Administrator

Residency Administrator

- **First Issue:**

- Additional Requirements for Principal Certificate:
 - Hold or held a regular teacher, ESA, or CTE certificate from any state
 - 3 years successful school-based instructional experience in an educational setting



Certificate Requirements: **Administrator**

Principal and Program Administrator

Residency Administrator

- **Reissue:**

- Qualify after 2 years of service in the role in Washington
- Administrator must initiate the application process when they qualify



Certificate Requirements: **Administrator**

Professional Administrator

- **Upgrade:**

- Completion of a PESB-approved professional administrator program (Not currently offered, must have been previously completed)
OR
Completion of the Oregon Continuing Administrator License Program
- Issues of abuse and emotional or behavioral distress in students



Certificate Requirements: **Administrator**

Principal and Program Administrator

Residency, Professional, Continuing Administrator

- **Renewal:**

- 100 continuing education credit hours
- Issues of abuse and emotional or behavioral distress in students
- Additional renewal requirements coming 7/1/2023*



Certificate Requirements: **Administrator**

Initial Administrator Role:

- **Superintendent**



Certificate Requirements: **Administrator**

Superintendent

Initial Administrator

- **First Issue:**

- Master's degree
- State-approved superintendent preparation program
OR
3 years full-time, out-of-state experience + certificate
- Hold or held a regular teacher, ESA, principal or program administrator certificate from any state



Certificate Requirements:

Administrator

Superintendent

Initial Administrator

- **Additional Initial:**

- Not a renewal
- Hold or held initial superintendent certificate in WA



Certificate Requirements:

Administrator

Superintendent

Continuing Administrator

- **Upgrade:**

- 180 days experience as a superintendent, assistant superintendent, or deputy superintendent, 30 of which must be in same district
- Issues of abuse and emotional or behavioral distress in students
- 60 quarter/40 semester hours of graduate-level study in education completed after the baccalaureate degree or a doctorate in education



Certificate Requirements: **Administrator**

Substitute Administrator (All Roles)

- No expiration date
- No renewal requirements
- Holding an active certificate removes requirement to be fingerprinted for certification purposes



Certificate Requirements: **Educational Staff Associate (ESA)**

Residency ESA Certificate Roles:

- **School Counselor**
- **School Psychologist**



Certificate Requirements: **Educational Staff Associate (ESA)**

School Counselor and School Psychologist

Residency ESA

- **First Issue:**

- Master's degree specific to the role
 - State-approved preparation program for the role
- OR
- 3 years out-of-state experience in the role + certification
- Comprehensive exam



Certificate Requirements:

Educational Staff Associate (ESA)

School Counselor and School Psychologist

Residency ESA

- **Reissuance:**

- Qualify after 2 years of service in the role in Washington
- ESA must initiate the application process when they qualify



Certificate Requirements:

Educational Staff Associate (ESA)

School Counselor and School Psychologist

Professional ESA

- **Upgrade:**

- Hold a valid NBPTS-School Counseling certificate

OR

Hold a valid Nationally Certified School Psychologist credential

- Issues of abuse and emotional or behavioral distress in students
- Approved suicide prevention training within last 5 years



Certificate Requirements:

Educational Staff Associate (ESA)

School Counselor and School Psychologist

Residency, Professional, Continuing:

- **Renewal of Valid Certificate:**

- 100 continuing education credit hours
- Issues of abuse and emotional or behavioral distress in students
- Approved suicide prevention training within last 5 years



Certificate Requirements: **Educational Staff Associate (ESA)**

School Counselor and School Psychologist

Residency, Professional, Continuing:

- **Renewal of Expired Certificate:**

- 100 continuing education credit hours
- Issues of abuse and emotional or behavioral distress in students
- Approved suicide prevention training within last 5 years
- **Documentation of continuing education credit hours**
- **Background check (fingerprinting)**



Certificate Requirements: **Educational Staff Associate (ESA)**

School Counselor and School Psychologist

Residency, Professional, Continuing:

- **Renewal Options:**

- In lieu of continuing education requirement, may provide verification of a valid certificate from 1 of the following:
 - **National Board for Professional Teaching Standards**
 - **National Association of School Psychologists**
 - **American Speech-Language-Hearing Association**
 - **Board Certified Behavior Analyst**
- All other requirements are still needed



Certificate Requirements: **Educational Staff Associate (ESA)**

Initial ESA Certificate Roles:

- **School Behavior Analyst**
- **School Nurse**
- **School Occupational Therapist**
- **School Orientation and Mobility Specialist**
- **School Physical Therapist**
- **School Social Worker**
- **School Speech Language Pathologist or Audiologist**



Certificate Requirements:

Educational Staff Associate (ESA)

School BA, Nurse, OT, OMS, PT, SW, SLP/Aud

Initial ESA

- **First Issue:**

- Role-specific degree
- State-approved preparation program for the role
- OR
- 3 years out-of-state experience in the role + certification
- OR
- Washington PESB-approved ESA course
- Additional role-specific requirements



Certificate Requirements: **Educational Staff Associate (ESA)**

Initial ESA

- **First Issue:**
 - Additional role-specific requirements
 - **School Behavior Analyst**
 - Valid Board-Certified Behavior Analyst (BCBA) credential
 - Passing score on BCBA exam
 - **School Nurse, Occupational Therapist, Physical Therapist**
 - Valid license for the role
 - **School Orientation and Mobility Specialist**
 - Valid Certified Orientation and Mobility Specialist (COMS) credential from Academy for Certification of Vision Rehabilitation and Education Professionals (ACVREP)
 - Or
 - Valid National Orientation and Mobility Certification (NOMC) from National Blindness Professional Certification Board (NBPCB)
 - **School Speech Language Pathologist or Audiologist**
 - Written comprehensive exam



Certificate Requirements:

Educational Staff Associate (ESA)

School BA, Nurse, OT, OMS, PT, SW, SLP/Aud

Professional (Continuing) ESA

- **Upgrade:**

- Title change from Continuing to Professional
- 150 continuing education credit hours related to the ESA role
- Issues of abuse and emotional or behavioral distress in students
- 2 years FTE experience in the role in Washington
- Additional role-specific requirements:
 - Same as Initial certificate, except additional requirement of an approved Suicide prevention course completed **within the previous five years** for the School Nurse and School Social Worker roles.



Certificate Requirements: **Educational Staff Associate (ESA)**

School BA, Nurse, OT, OMS, PT, SW, SLP/Aud

Initial, Professional, Continuing ESA

- **Renewal:**

- 100 continuing education credit hours
- Issues of abuse and emotional or behavioral distress in students
- Additional role-specific requirements:
 - Same as Initial certificate, except additional requirement of an approved Suicide prevention course completed **within the previous five years** for the School Nurse and School Social Worker roles.



Certificate Requirements: **Educational Staff Associate (ESA)**

Substitute ESA (all roles)

- No expiration date
- No renewal requirements
- Holding an active certificate removes requirement to be fingerprinted for certification purposes



Certificate Requirements: **Limited**

Limited Certificate Types:

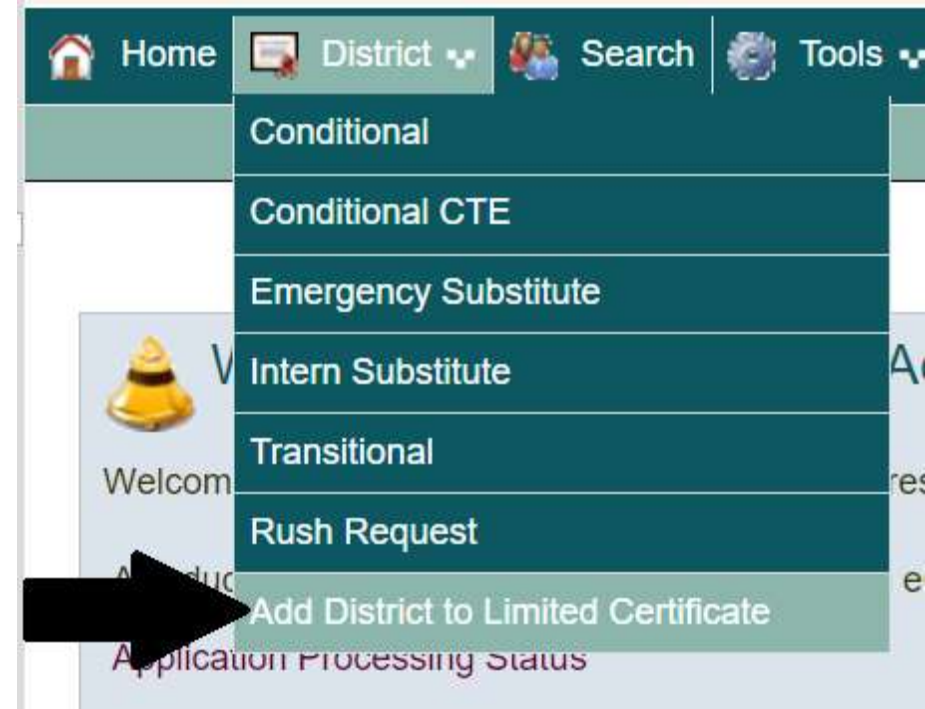
- **Conditional**
- **Emergency Substitute**
- **Transitional**
- **Intern Substitute**
- **Pre-Residency Clearance**



Certificate Requirements:

Additional Certificate Notes

- **Adding a District:**
 - Limited Certificates:
 - District must place a request in the system under "Adding a district to a limited certificate" in the drop-down menu and the applicant must apply and pay the fee



Certificate Requirements: **Limited**

Conditional Certificate Roles:

- **Teacher**
- **CTE Teacher**
- **Non-Immigrant Exchange Teacher**
- **Principal**
- **ESA**



Certificate Requirements: **Limited**

Conditional Teacher

- **First Issue:**

- District request
- Valid for up to 2 school years
- Additional role-specific requirements:
 - **Special Education**
 - Bachelor's degree
 - Current enrollment in special education certificate preparation program



Certificate Requirements: **Limited**

Conditional Teacher

- **Renewal:**

- District request
- 50 clock hours, verified by employer
- Valid for up to 2 school years
- Additional role-specific requirements:
 - **Special Education**
 - Verification of continued enrollment in special education prep program
 - Can be renewed **once** for up to three school years



Certificate Requirements: **Limited**

Conditional Non-Immigrant Exchange Teacher

- **First Issue:**

- District Request
- Valid for up to 2 school years

- **Renewal:**

- District request
- No clock hours to renew



Certificate Requirements: **Limited**

Conditional Principal

- **First Issue:**

- District request
- Bachelor's degree
- Enrollment in principal preparation program
- Valid for up to 2 school years

- **Renewal:**

- District request
- Verification of continued enrollment in principal prep program
- Valid for up to 2 school years



Certificate Requirements: **Limited**

Conditional ESA

- **Certificate Roles:**

- School Behavior Analyst
- School Counselor
- School Nurse
- School Orientation and Mobility Specialist
- School Psychologist
- School Social Worker
- School Speech Language Pathologist or Audiologist



Certificate Requirements: **Limited**

Conditional School Behavior Analyst

- **First Issue:**

- District request
- Applicants must meet **1** of the following options:
 - **Option A-** Hold a valid Assistant Behavior Analyst License through DOH
 - **Option B-** Hold a valid Board-Certified Assistant Behavior Analyst (BCABA) Certificate from the Behavior Analyst Certification Board (BACB)
 - **Option C-** Hold a bachelor's degree + enrollment in, or completion of, coursework requirements for Board Certified Behavior Analyst (BCBA) Certificate

- **Renewal:**

- District request
- Applicant continues to meet 1 of the above options (A, B, or C)
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years
- Can be renewed **twice**



Certificate Requirements: **Limited**

Conditional School Counselor

- **First Issue:**

- District request
- Bachelor's degree
- Enrollment in state-approved school counselor preparation program

- **Renewal:**

- District request
- Verification of continued enrollment in school counselor prep program
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years



Certificate Requirements: **Limited**

Conditional Nurse

- **First Issue:**

- District request
- Valid Registered Nurse License
- Does not hold bachelor's or higher degree(s) in nursing

- **Renewal:**

- District request
- Valid Registered Nurse License
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years



Certificate Requirements: **Limited**

Conditional Orientation and Mobility Specialist

- **First Issue:**

- District request
- Completed all requirements, with the exceptions of internship and assessment, for an approved national certificate

- **Renewal:**

- District request
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years
- Can be renewed **once**



Certificate Requirements: **Limited**

Conditional Psychologist

- **First Issue:**

- District request
- Bachelor's degree
- Enrollment in state-approved school psychologist preparation program
- Completed all course work for the appropriate master's degree
- Participating in required internship

- **Renewal:**

- District request
- Verification of continued enrollment in school psychologist prep program
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years



Certificate Requirements: **Limited**

Conditional Social Worker

- **First Issue:**

- District request
- Bachelor's degree
- Enrollment in SW master's degree program

- **Renewal:**

- District request
- Verification of continued enrollment in SW master's degree program
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years



Certificate Requirements: **Limited**

Conditional Speech Language Pathologist or Audiologist

- **First Issue:**

- District request
- Bachelor's degree

- **Renewal:**

- District request
- Enrollment in appropriate master's degree program (1st renewal)
- Continued enrollment + satisfactory progress in master's program (2nd renewal)
- 50 continuing education credit hours as verified by employer
- Valid for up to 2 school years
- Can be renewed **twice**



Certificate Requirements: **Limited**

Emergency Substitute

- **First Issue:**

- District request
- Valid for up to 2 school years
- Valid for requesting district(s) only

- **Renewal:**

- Can be renewed with new district(s) request
- Valid for up to 2 school years
- Valid for requesting district(s) only



Certificate Requirements: **Limited**

Transitional

- Now available for continuing, initial, residency, professional certificates, CTE (any certificate subject to renewal where renewal is not met)
- District request
- Valid for 2 calendar years
- Can only be issued **once** per cert type/role
- Educator expected to meet requirements and apply for renewal prior to expiration of transitional certificate



Certificate Requirements: **Limited**

- **Intern Substitute:**

- District Request
- Teacher candidates completing student teaching
- Allows them to sub for mentor teacher only
- Valid for up to 1 school year
- Program approval

- **Pre-Residency Clearance:**

- Program candidates completing field experience/student teaching



Certificate Requirements: **Paraeducator**

- **Fundamental Course of Study (FCS)**

Certificate Types:

- **General Paraeducator Certificate**
- **Subject Matter Certificate**
 - English Language Learners
 - Special Education
- **Advanced Paraeducator Certificate**



Certificate Requirements: **Paraeducator**

Fundamental Course of Study (FCS)

- 28 clock hour course consisting of 12 units
- Paraeducator will enter as 1 course under PD when complete
- Must be completed before application can be submitted
- Paraeducator to send their FCS document as PDF to cert@k12.wa.us



Certificate Requirements: **Paraeducator**

General Certificate

- 70 additional clock hours or equivalent
- Subject Matter Cert trainings count towards 70 hours (SPED & ELL)
- 1 Professional Growth Plan (PGP) can be used
- Fully certificated educators holding a valid cert only need to complete the FCS
- No expiration date



Certificate Requirements: **Paraeducator**

Subject Matter Certificates:

- **English Language Learner:**
 - 20 clock hours or equivalent
 - Moodle modules
- **Renewal:**
 - Hold or held the Subject Matter Paraeducator Certificate
 - 20 clock hours or equivalent

Note: Teachers with ELL/Bilingual Ed endorsements qualify once FCS is complete



Certificate Requirements: **Paraeducator**

Subject Matter Certificates:

- **Special Education:**

- 20 clock hours or equivalent
- Moodle modules

- **Renewal:**

- Hold or held the Subject Matter Paraeducator Certificate
- 20 clock hours or equivalent

Note: Teachers with Special Education/Early Childhood Special Education endorsements qualify once FCS is complete



Certificate Requirements: **Paraeducator**

Advanced Paraeducator Certificate:

- **First Issue:**

- 75 clock hours or equivalent related to the duties of an Advanced Paraeducator
- Can apply once requirements and application have been submitted for the General Paraeducator Certificate

- **Renewal:**

- Hold or held Advanced Paraeducator Certificate
- 30 clock hours or equivalent



Registry of Certificates

Verification of certificates is completed through E-Certification RCW [28A.410.070](#)

- The official certificate view is only available to the educator to download and print
- SD verification of certificates is done through accessing E-Certification
- The online image HRs can see is primary, valid, and meets the requirement for Registry of Certification



Washington Office of Superintendent of
PUBLIC INSTRUCTION



State of Washington

EDUCATION CERTIFICATE

NAME: JOHN DOE

ISSUE DATE: 02/20/2008

CERTIFICATE TYPE: RESIDENCY TEACHER (FIRST ISSUE)

CERTIFICATE NO: 504673E

EXPIRATION DATE: 06/30/2014 |

ENDORSEMENTS:

ELEMENTARY EDUCATION

VALID ONLY UNTIL YOU ARE REPORTED AS A TEACHER IN A PUBLIC SCHOOL IN WASHINGTON WITH AT LEAST 1.5 YEARS OF FULL TIME EQUIVALENT EXPERIENCE.

Chris P.S. Reynolds
SUPERINTENDENT OF PUBLIC INSTRUCTION

Alteration Renders This Certificate Null and Void

JOHN DOE
PROFESSIONAL CERTIFICATION
PO BOX 47200
OLYMPIA, WA 98504-7200

DO NOT REMOVE THIS PORTION OF THE CERTIFICATE

This certificate authorizes you to practice in Washington State.

Endorsement(s) marked with "" are based on Out-Of-State program.

For further information please refer to:

PO BOX 47200, Olympia, WA 98504-7200
Phone: (360) 725-6400 Fax: (360) 586-0145
Email: cert@k12.wa.us Web: www.k12.wa.us/certification

If you receive information from a source other than the OSPI Certification Office, it is your responsibility to contact OSPI to ensure you have accurate information

CERTIFICATION REQUIREMENTS ARE SUBJECT TO CHANGE. THE CERTIFICATED PROFESSIONAL IS RESPONSIBLE FOR BEING KNOWLEDGEABLE ABOUT CURRENT AND REVISED REGULATIONS. IT IS THE RESPONSIBILITY OF THE CERTIFICATE HOLDER TO OBTAIN AND MAINTAIN VALID APPROPRIATE WASHINGTON CERTIFICATION TO PRACTICE IN THIS STATE.

Rush Requests

- For expedited review of a submitted application
- Valid fingerprint results on file
- Reviewed within 10 business days
- Should be reserved only for those expected to begin services within the next 1-3 weeks



Policy Updates

- Continuing hours (no longer validity period)
- NBPTS alignment for continuing certs
- All renewal requirements aligned (+ some role-specific requirements)



Policy Updates

- Dual Endorsement Change
 - Special Education
 - Early Childhood Special Education
- Transitional Certificate
 - Now available to initial, residency, professional certificates in addition to continuing certificates

Policy Updates

- Renewal applications may now be submitted up to 5 years prior to the expiration date of the current certificate
- Fees increased as of 1/1/2022:
 - Application fees are now \$6 per year of validity
 - OSPI processing fee is now \$51
 - The complete Fee Schedule is available on our [website](#)



Policy Updates

Additional Renewal Requirements

Beginning July 1, 2023

- **Equity**-Based School Practices
- **Leadership** - National Professional Standards for Education Leaders
- **Government-to-Government** Relationships with Federally Recognized Tribes
- Details available in WAC [181-79A-244](#)



Policy Updates

Equity-Based School Practices

Applications for renewal dated July 1, 2023, and beyond must demonstrate completion of professional learning focused on equity-based school practices aligned with the cultural competency, diversity, equity, and inclusion (CCDEI) standards under RCW [28A.410.260](#)

- A valid NBPTS certificate meets the requirement
- **15** continuing education credit hours or at least **1 goal** of an annual PGP for renewal of initial, residency, continuing, and professional teacher and CTE teacher certificates
- **10** continuing education credit hours or at least **1 goal** of an annual PGP for renewal of initial, residency, continuing, and professional principal, program administrator, superintendent and CTE director certificates
 - If renewing both an administrator and teacher certificate, only **10** hours are required



Policy Updates

Leadership: National Professional Standards for Education Leaders

Completion of professional learning focused on the National Policy Board for Educational Administration ([NPBEA](#)) and Professional Standards for Educational Leaders ([PSEL](#)) must be demonstrated.

- **10** continuing education credit hours or at least **1 goal** of an annual PGP for renewal of initial, residency, continuing, and professional certificates for the following roles:
 - Principal
 - Program administrator
 - Superintendent
 - CTE Director



Policy Updates

Professional Learning Providers

Professional learning for the equity-based school practices and national professional standards for education leaders (PSEL) requirements must be provided by 1 or more of the following organizations. These organizations may only provide the professional learning for as long as they remain a Washington state-approved clock hour provider.

- Association of Washington School Principals;
- Office of the Superintendent of Public Instruction;
- Professional Educator Standards Board-Approved Administrator or Teacher Preparation Program Providers;
- Washington Education Association;
- Washington State Educational Service Districts; or
- Washington State School Districts, Tribal Compact Schools, Approved Charter Schools, Washington School for the Deaf, Washington School for the Blind



Policy Updates

Government-to-Government Relationships with Federally Recognized Tribes

Professional learning focused on government-to-government relationships with federally recognized tribes must be provided by 1 or more subject matter experts approved by the Governor's Office of Indian Affairs ([GOIA](#)) in collaboration with the Tribal Leaders Congress on Education ([TLCE](#)) and the [Office of Native Education](#) in OSPI.

- **5** continuing education credit hours for renewal of initial, residency, continuing, and professional certificates for the following roles:
 - Principal
 - Program Administrator
 - Superintendent
 - CTE Director
- Completion of a PGP may **not** be used to meet this requirement



E-Certification System

- Application Review
- District Processes
- Updates
- Reports



E-Certification System

Application Review

The following activities are available to educators in E-Certification

- Apply, reissue, or renew Teacher, Administrator, ESA, or CTE certs
- Check certificate, permit or application status
- Respond to select deficiencies on an application after review
- Download and print an official copy of educator certificates



E-Certification System

Application Review

The following activities are **not** available to educators in E-Certification

- Initial Teacher Renewal or Continuing Teacher (upgrade) application
- First Peoples' Language, Culture and Oral Traditions application
- Verification of active-duty military service
- CTE Counselor
- Occupational Information Specialist



E-Certification System

District Processes

- District Personnel Administrators can submit the following requests:
 - Conditional
 - Conditional CTE
 - Emergency Substitute
 - Intern Substitute
 - Transitional
 - Rush Request
 - Add District to Limited Certificate



E-Certification System

Updates

- Educator Homepage is updated to be more user friendly
- Colors in eCert updated to meet ADA
- PDenroller data is imported now
 - PD page now collects Equity/Leadership/Gov-to-Gov hours
- New report/existing reports were updated (Educator Certificate and Endorsements)
 - A new report was created titled "Educator Certificates and Endorsements." Districts can filter by their district and see all educator certs with the endorsements assigned to that cert. This report will display all certs, which means it includes certs in any status. If a district only wants to see valid certificates, they can filter the status column for the "Issued" (I) option.



E-Certification System

Reports

Select "Reports" tab on toolbar

- **Certificate Expiration:** displays certs expiring within chosen search parameter
- **NBPTS Educators:** displays district-specific educators who hold NBPTS cert
- **Educator Certificates:** displays district-specific educators who hold a certificate and their certificate information
- **Educator Permits:** displays district-specific educators who hold a permit and their permit information
- **General Para Applicant Deadline:** displays paraeducators who have completed the FCS and need to complete the general paraeducator application within the 3 years of the FCS completion date



E-Certification System

Reports

Reports that return certificate data for a specific district will only display if S275 data has been reported for the individual. Individuals without employment data will not be included in district specific reports.



Certificate Expiration

[Click here to view the Certificate Expiration report](#)



NBPTS Educators

[Click here to view the NBPTS Educators report](#)



Educator Certificates

[Click here to view the Educator Certificate report](#)



Educator Permits

[Click here to view the Educator Permits report](#)



Educator Certificates and Endorsements

[Click here to view the Educator Certificates and Endorsements report](#)



PARA Fundamental Course of Study Completion

[Click here to view the PARA Fundamental Course of Study Completion report](#)



Limited Certificates with Organization(s)

[Click here to view the Limited Certificates with Organization\(s\) report](#)



Special Education Waivers

[Click here to view the Special Education Waiver report](#)



Clock Hour Information

Clock hour committee

- Committee can now include Paraeducators
 - Committee must approve date of course, number of hours offered, course objectives and agenda, instructor and their qualifications, and relation to clock hour standards prior to offering

New Forms of Hours

- Continuing Education Units (CEUs), Professional Development Units (PDUUs), Dept. of Health hours and STARs from DCYF now accepted

Clock Hour Information

STEM

- 15 STEM clock hours required based on certificate holder's endorsement area

Clock hour content of training

- The minimum amount of course hours has been reduced from three (3) hours to one (1) hour effective 8/1/2019
- Individuals cannot receive clock hours if they are serving as the instructor for a course for which they are the only participant



Clock Hour Information

Educational Leadership

- Educators who hold an Administrator Certificate must meet the new Educational Leadership clock hour requirements.
- The educational leadership certificate renewal requirement needs to be met for renewal applications submitted beginning July 1, 2023. This means that June 30, 2024, is the first date that certificates not meeting this requirement will expire.
- Renewal applications submitted prior to July 1, 2023, do not need to meet the educational leadership requirement, even if they have an expiration date of June 30, 2024, or beyond.

Equity-based School Practices

- As part of the 100 clock hours for certificate renewal, teachers and administrators must complete clock hours, professional growth plans (PGPs), a valid NBPTS National Board Certificate, or credits focused on equity-based school practices aligned to the cultural competency, diversity, equity, and inclusion (CCDEI) standards. Teachers must complete 15 clock hours or the equivalent for certificate renewal, and administrators need to complete 10 clock hours or the equivalent. More information can be found: [Equity-based school practices - Professional Educator Standards Board \(wa.gov\)](#)



Clock Hour Information

1125 In-Service Registration Form

- Per a WAC repeal, section IV of the 1125 In-service registration form is no longer needed.

New Clock Hour offerings

- Only organizations appointed by the legislature may offer the Equity-based school practices, Educational Leadership, and Government-to-Government clock hours. The appointed lists can be found on the Professional Educator Standards Board website. [Providers for educational leadership and equity requirements - Professional Educator Standards Board \(wa.gov\)](#)



Additional Information

- Confidential Information
- Address Confidentiality Program
- Certification Information
- Assisting Out-of-State Educators Coming to WA

Additional Information

Confidential Information

- Fingerprint results should not be shared via written communication (email or letter)
- Fingerprint results should not be stated in the comm log of an educator's eCert record
- Social security numbers are not to be shared
- If a social security number needs a correction in EDS/eCert, please call our office at (360) 725-6400



Additional Information

Address Confidentiality Program

What is the Address Confidentiality Program?

- The importance of correct reporting
 - PO Box
- What our office looks for to protect a participant of the program
- www.sos.wa.gov/acp/
- Students have FERPA... Teachers do not



Additional Information

Certification Information

Professional Certification is back in-office

- Customer service staff are in the office each day
- Phone lines are answered:
 - Monday, Wednesday, Thursday, Friday 9AM-4:30PM
 - Tuesday 10AM-4:30PM

We appreciate your patience and flexibility navigating remote work and the ever-changing current circumstances, we are here to assist!



Additional Information

Assisting Out-of-State Educators

- Priority review for military spouses
- Accepting certain out-of-state teacher tests
 - More information is available on our [website](#)
- Reciprocity
 - Authorization to accept equivalent out-of-state certificates with appropriate out-of-state experience
 - Authorization to accept other states' approved educator preparation programs

Professional Certification

Thank you!

Website: www.k12.wa.us/certification

Phone: (360) 725-6400

Email: cert@k12.wa.us

This presentation along with other trainings, webinars, and presentations can be found at:

<https://www.k12.wa.us/certification/professional-certification-webinars-and-presentations>



Washington Office of Superintendent of
PUBLIC INSTRUCTION