

May 12, 2016 updates

by Diane Wright

Re-Registration and Continuing Teacher and Leader Education (CTLE)

Effective 7/1/2016

Who Must Re-Register

- All certified staff holding Permanent and Professional certificates and Level 3 Teacher Assistant Licenses.
- Pupil Personnel Services are excluded, unless they hold a Permanent/Professional certificate in another area.
- Continuing Teacher Assistant holders are excluded.

Who Must Re-Register (cont'd)

- Retirees
 - If retirees are substituting or working as a teacher coach in your district, they must create a TEACH account and register.
 - If retirees are not working, but would like to keep the status of "certified" they must create a TEACH account and indicate "Inactive."
 - Inactive statuses can be changed at any time by logging back into TEACH.

CTLE Requirement

- Staff holding Professional certificates and Level 3 Teacher Assistant certificates will need to meet 100 clock hours of professional development every five years from a state approved provider.
- Professional certificate holders – down from 175 hours
- Teacher Assistants – up from 75 hours
- Permanent certificate holders do not need to meet professional development requirements.

CTLE Requirements (cont'd)

- ESL or Bilingual teachers must complete a minimum of 50 % of the required PD in language acquisition aligned with the core content area of instruction taught, including a focus on best practices for co-teaching strategies, and integrating language and content instruction for ELL students.

CTLE Requirements (cont'd)

- Professional certificate holders must complete a minimum of 15% of the required PD in language acquisition addressing the needs of English language learners, including a focus on best practices for co-teaching strategies and integrating language and content instruction for ELL students.

CTLE Requirements (cont'd)

- Level 3 Teacher Assistants must complete 15% of the required PD dedicated to language acquisition addressing the needs of English Language Learners and integrating language and content instruction for such ELL students.

CTLE Exceptions

- A teacher or school leader who is employed by a school district or BOCES with an approved exemption pursuant to section 154-2.3(k) shall be exempt from the language acquisition CTLE requirements for each year that they are employed in a district or BOCES with an approved exemption. (Must apply for a variance with the State.)

CTLE Exceptions (cont'd)

- Adjustments to the CTLE Requirement in terms of clock hours or time needed to complete CTLE may be granted by the Commissioner if the certificate holder can document good cause that prevented compliance, ie.
 - Poor health (must be documented by physician)
 - Extended active duty in the military
 - Other cause acceptable to the Department

CTLE Exceptions (cont'd)

- Any holder of a National Board certificate will be exempt from the CTLE requirements for the five year period that the certificate is issued. However they must continue to meet the required CTLE language acquisition requirement.

CTLE Record-Keeping

- **Certificate holders** must maintain a record of completed CTLE which would include:
 - Title of program
 - Total number of hours completed
 - Number of hours completed in language acquisition for ELL students
 - Sponsor's name and identifying number
 - Attendance verification and
 - Date, location of the program.

CTLE Record Keeping (cont'd)

- Certificate holders should maintain all records for a minimum of 3 years after the end of the five year cycle.
- Certificate holders will report their own hours in the teach system.
- SED is working with WinCap and MyLearningPlan to develop a system to make reporting hours easier.

Reporting CTLE – Certificate Holders

- Certificate holder will attest to number of hours completed yearly. Must include:
 - Name of course
 - Focus of course
 - Sponsor of course
 - Clock hours
- Records must be retained for 3 years beyond registration period.

Reporting CTLE -- Sponsors

- BOCES, School Districts, Teacher Centers, IHE's will do an attestation in TEACH to become an approved provider.
- Professional Development Plan will need to be uploaded.
- All districts must offer at least 100 hours of CTLE, so they should make sure they are an approved provider.

Reporting CTLE -- Sponsors

- All classes must be uploaded to teach upon completion.
Each class will include:
 - Participation certificate which must include:
 - Social Security #
 - Date of Birth
 - List of all students attended
 - Name of Course
 - Focus of Course
- Certificates must be provided to participants with above noted identifiers

CTLE - Outside Entities

- Professional Development providers must apply to the state and become an approved provider.
- For the 2016-17 year, outside providers under the employment of a BOCES, Teacher Center, IHE or school district will be considered an approved provider. The employer must have them apply for their approval with the state for the 2017-18 school year.
- Application process will be extensive.

Acceptable CTLE

- Shall be in the content area of any certificate held
- Must include required study in language acquisition addressing the needs of ELL students.
- Must be conducted through activities designed to improve the pedagogy or leadership skills and be targeted at improving student performance.

Acceptable CTLE (cont'd)

- CTLE activities shall promote the professionalism of teaching and be closely aligned to district goals for student performance.
- Must be by a state approved provider. Provider list will be on TEACH.
- Records must be maintained for a minimum of eight years.

Other Re-Registration Information

- Certificate holders that move or change their names and fail to update their information on TEACH within 30 days may be subject to moral character review.
- Certificate holders who fail to re-register will be assessed a fine of \$10 per month until re-registration takes place.
- Certificate holders who fail to re-register and working, will be subject to Part 83 review.

Other Re-Registration Information (cont'd)

- Applicants who are issued a professional certificate on or after July 1, 2016 will automatically be re-registered for the five year cycle. At the end of the five year period they will need to re-register in their birth month.
- For the first year, Professional Development will be accepted from July 1, 2016 to applicant's birth month toward their 100 hours needed in the five year period.

Other Re-Registration Information (cont'd)

- Districts will be able to see in the applicant's banner on TEACH if they are registered or not.
- Re-registration will be linked to BEDS. BEDS reports that come out in the Spring will indicate whether a teacher is registered or not.
- SED urges districts to monitor who has and has not re-registered and get them to do so.

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Diane Wright

Account Information

Person Information

Name	MICHELE A TRAYNOR	SSN	[REDACTED]
Date of Birth	[REDACTED]	Teacher Id	2072679
Gender	Female	Address	[REDACTED]
Home Phone	[REDACTED]	Email	mtraynor@boces.com
Address Created	04/13/2006	Criminal Status	Cleared

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License Information *

05/12/2016

Name : [REDACTED]

Address : [REDACTED]

Profession : REGISTERED PROFESSIONAL NURSING

License No: 576354

Date of Licensure : 07/31/06

Additional Qualification :

Status : REGISTERED

Registered through last day of : 08/17

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as of 05/12/2016

Registration Number: [REDACTED]

DOMINIC SCOTT D'IMPERIO
JEFFERSON-LEWIS BOCES
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E-mail Address: ddimperio@boces.com
Year Admitted in NY: 2009
Appellate Division
Department of Admission: 4
Law School: SYRACUSE UNIVERSITY
Registration Status: Currently registered
Next Registration: Oct 2017

Disciplinary History: No record of public discipline

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Other Re-Registration Information (cont'd)

- SED hopes to have the link to re-register up by the end of May. For this year only, applicants can log onto TEACH after the link is up and re-register, regardless of when their birth month is. Afterwards it will be every five years on their birth month.
- SED will send an email to remind, however since it will be mass emailing, it may end up in spam.

Other Re-Registration Information (cont'd)

- There will be three (3) statuses of re-registering:
 - Registered
 - Not Registered
 - Inactive
- Retirees wanting to keep the status of certified, should apply for a TEACH account and indicate that they are "Inactive"

Best Practices

- Since applicants can register when the link becomes available, districts may want to use one of the end of school year days to sit everyone down and go through the re-registration process.
- Monthly reminders can be sent to applicants during the school year via staff meetings or memos, asking if they have re-registered.

Best Practices (cont'd)

- Districts should check each person's teach file to ensure that they have re-registered.

Other Certification Information

- Identifiers:
 - All paperwork to be sent to the state must have the person's social security # and/or date of birth. This includes:
 - Transcripts
 - Work verification forms/letters
 - Name change documents (marriage certificates/divorce decrees, etc. (must be handwritten by applicant))
- Teacher Assistants must have a photocopy of their high school diploma for certification. This now must also include a copy of their marriage certificate if the name has changed.

Other Certification Information

- Names must be full given names –no abbreviations when creating a TEACH account or when submitting documentation. Any variation to the name will result in documentation not being accepted.

Proposed Regulation Changes

- Creation of a Safety Net for candidates who take and fail Part Two Mathematics of the new Multi Subject – Secondary Teachers Grade 7-12 CST. (Required for Students with Disabilities Grades 7-12 Generalist Certificate)
- If approved will go into effect June 29, 2016.

Proposed Regulation Changes (cont'd)

- Extension of Existing Safety Nets for Candidates who take the new teacher certification exams (ALST, EdTPA, EAS and the Redeveloped CST's).
- If approved will go into effect July 27, 2016

Proposed Regulation Changes (cont'd)

- Amendment of Section 80-5.4 of Commissioner's Regulations relating to the employment of substitute teachers without a valid teaching certificate.
 - Increase the days from 45 to 90 per school year
- If approved will go into effect July 27, 2016.

Proposed Regulation Changes (cont'd)

- Addition of Part 59 to Commissioner's Regulations relating to the authorization of NY Higher Education Institutions to participate in the State Authorization Reciprocity Agreement (SARA) and the approval of out-of-state institutions to provide Distance Education to New York Residents.
- If approved will go into effect July 27, 2016.

Proposed Regulation Changes (cont'd)

- Amendment to Section 80-5.8 and 80-5.20 of the Commissioner's Regulations relating to the endorsement of out-of-state certificates for service as a teacher, school district leader, school district business leader and school building leader in New York State.
- If approved goes into effect July 27, 2016.

Proposed Regulation Changes (cont'd)

- All proposed regulation changes are currently in the public comment sector. If you wish to give a comment...
 - Email regcomments@nysed.gov
 - In the subject line put which regulation you are commenting on. ex: (Regulation Change – Creation of Safety Net – Failure of Math Multi Subject Secondary

Questions????

For further information:

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