

CHAPTER 9

PROFESSIONAL LICENSURE AND STANDARDS

Authority

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Subchapter 7, Qualifying Academic Credentials, was adopted as new rules by R.2008 d.7, effective January 7, 2008. See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

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SUBCHAPTER 1. SCOPE AND PURPOSE

6A:9-1.1 Scope

This chapter sets forth the rules governing the preparation, licensure and professional development of those educators required by their positions to be certified. It also contains rules governing the approval of educator preparation programs and the content of such programs. Finally, it contains the rules delineating the organization of, powers of, duties of and proceedings before the State Board of Examiners.

6A:9-1.2 Purpose

(a) The purpose of this chapter is to establish a licensure system based on professional standards for pre-service preparation, certification and professional development that continuously serves to improve the quality of instruction for New Jersey's children so that they are equipped to work and succeed in an ever-changing and increasingly complex global economy.

(b) A standards-based, rigorous system of licensure, designed to support improved student achievement of the Core Curriculum Content Standards will serve to improve the quality of the New Jersey educator workforce and to improve student performance.

SUBCHAPTER 2. DEFINITIONS

6A:9-2.1 Definitions

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise:

“Accreditation” means an institution that has a professional education unit and has completed successfully a review process by a national professional organization recognized by the Council on Higher Education Accreditation and approved by the Commissioner. The institution must meet State, professional and institutional standards as determined by a review of its individual programs and overall capacity to prepare education professionals. This review is substantiated through a site visit to the institution by a team of education professionals trained to assess educator preparation programs.

“Agency” means a Department-approved international agency that recruits foreign teachers for New Jersey school districts in subject areas that the State Board has defined as having a critical shortage.

“ALJ” means an administrative law judge assigned by the Director of the Office of Administrative Law to preside over contested cases pursuant to N.J.S.A. 52:14F-1 et seq.

“Alternate route” means a non-traditional teacher preparation program.

“Approved program” means a Department-approved planned program of professional preparation for educators at an institution of higher education.

“Authorization” means any requirement, other than a teaching certificate, established by the State or Federal government or by a profession that allows an individual to engage in the practice of that profession.

“Board of Examiners” means the New Jersey State Board of Examiners.

“CCCS” means the Core Curriculum Content Standards pursuant to N.J.A.C. 6A:8.

“Career cluster” means one of the vocational-technical program areas recognized nationally and by the New Jersey Department of Education.

“Certificate” means one of three types of credentials, instructional, educational services and administrative, that the Board of Examiners issues which permits an individual to serve as a teaching staff member. The Board of Examiners will issue a separate endorsement for each subject area that falls under a specific type of certificate. The endorsement shall be considered part of that certificate.

“Certificate of advanced study in educational administration and supervision” means a postmasters college or university program, minimum of 24 graduate semester-hour

credits, that prepares school leaders with the knowledge, skills and dispositions to be an effective school leader. The program results in out-of-State certification as a principal or superintendent and in a Certificate of Advanced Study in School Leadership from the college or university.

“Certificate of Eligibility” (CE) means a credential with lifetime validity issued to persons who have completed degree, academic study and applicable test requirements for certification. The CE permits the applicant to seek and accept employment in positions requiring certification.

“Certificate of Eligibility with Advanced Standing” (CEAS) means a credential with lifetime validity issued to persons who have completed degree, academic study, applicable test requirements and traditional professional preparation programs for certification. The CEAS permits the applicant to seek and accept employment in positions requiring certification.

“Coherent sequence of courses” means a sequence of at least 30 semester-hour credits of college level coursework in a subject field that includes study at the introductory, intermediate and advanced levels.

“Commissioner” means the Commissioner of Education or the Commissioner’s designee.

“Consortium” means a joint sponsorship between one or more public school districts and a college or university providing formal instruction to provisional teachers.

“County superintendent” means a county superintendent of schools pursuant to N.J.S.A. 18A:7-7.1 et seq.

“Department” means the New Jersey State Department of Education.

“District boards of education” means all providers of publicly-funded preschool, elementary, secondary, and adult high school education programs, including county vocational schools, educational services commissions, jointure commissions, charter schools, regional day schools, adult high schools, county special services school districts, the Marie H. Katzenbach School for the Deaf, the Department of Human Services, the Department of Corrections, the Juvenile Justice Commission, and approved private schools for the disabled whose staff hold appropriate certificates.

“Dual content major” means any college major that combines two of the Core Curriculum Content Standards.

“Early Childhood Program Expectations” means the standards set forth in N.J.A.C. 6A:8-2.1(a)3.

“Education preparation program” means a program approved by the Commissioner to prepare individuals for educator certification.

“Endorsement” means the specific subject area in which a certificate holder is authorized to serve.

“Field experience” means a course designed to permit preservice students to engage in observation of teachers in a classroom setting and to assume some level of teaching responsibility that shall take place prior to the culminating student teaching experience.

“Formal instruction” means a Department-approved planned program of professional preparation for holders of certificates of eligibility which is located at a regional training center site operated by a school district, school district consortium or institution of higher education.

“Full-time teaching” means the equivalent of 900 clock-hours of teaching per year.

“GPA” means grade point average.

“IEP” means an individualized education program. It is a written plan developed at a meeting pursuant to N.J.A.C. 6A:14-2.3 which sets forth present levels of performance, measurable annual goals and short-term objectives or benchmarks and describes an integrated, sequential program of individually designed instructional activities and related services necessary for a student with disabilities to achieve the stated goals and objectives. This plan shall establish the rationale for the student’s educational placement, serve as the basis for program implementation and comply with the mandates set forth in N.J.A.C. 6A:14.

“Interdisciplinary major” means any college major that combines two or more academic, scientific or artistic disciplines, permitting students to explore an area of interest from several perspectives.

“Liberal arts major” means any college major such as philosophy, history, literature, sociology or world language that is intended primarily to provide general knowledge and to develop an individual’s general intellectual capacities to reason and evaluate, as opposed to professional or vocational skills.

“Mentor teacher” means a New Jersey certified experienced teacher who is assigned to provide support and guidance to a novice teacher.

“NASDTEC” means the National Association of State Directors of Teacher Education and Certification.

“NCATE” means the National Council for the Accreditation of Teacher Education. NCATE is a national professional accrediting body for educator preparation.

“Nonpublic school” means an elementary or secondary school within the State, other than a public school, offering education for grades kindergarten through 12, or any combination thereof, wherein any child may legally fulfill compulsory school attendance requirements and which complies with the requirements of Title VI of the Civil Rights Act of 1964 (P.L. 88-352). For purposes of this chapter, preschools licensed by the Division of Youth and Family

Services that are not under contract to provide services to Abbott districts shall be considered nonpublic schools.

“Novice teacher” means any full-time or part-time teacher who has not completed one year of full-time teaching under a valid State teaching certificate.

“OAL” means the Office of Administrative Law established pursuant to N.J.S.A. 52:14F-1 et seq.

“Office” means the office within the Department that is assigned to provide staff support to the State Board of Examiners in the exercise of its statutory and regulatory responsibilities.

“Official transcript” means either a paper or electronic transcript certified as official by the originating, regionally-accredited institution of higher education or a Department-recognized foreign credentialing agency.

“Paraprofessional” means a school aide or classroom aide who assists appropriately certified personnel with the supervision of pupil activities.

“Practicum” means a course of study designed especially for the preparation of educational services candidates that involves the practical application of previously studied theory under the supervision of college/university faculty. As part of the practicum, candidates write diagnostic and instructional reports.

“Professional Development Committee” means the local committee established by the district board of education pursuant to N.J.A.C. 6A:9-15.3(d) to plan and implement local district professional development programs.

“Professional development standards” means the standards that govern the creation and review of district professional development plans and guide teachers in the selection of professional development activities.

“Professional Standards for School Leaders” means the knowledge, skills and dispositions that all new school administrators must acquire and describes what all school administrators should know and be able to do. See N.J.A.C. 6A:9-3.4.

“Professional Standards for Teachers” means the knowledge, skills and dispositions that all new teachers must acquire and describes what all teachers should know and be able to do. See N.J.A.C. 6A:9-3.3.

“Program approval” means State authorization of an educator preparation program or its sponsoring organization to endorse and recommend program completers for certification.

“Progress toward completion” means that the emergency certified teaching staff member must demonstrate before renewal of the emergency certificate that he/she has completed the share of study needed per year to earn full certification within the years allowed for certificate renewal. The required

“share of study” shall be equal to the number of credits remaining for full certification divided by the maximum number of years the specific certificate can be renewed. A minimum of six credits must be completed each year.

“Provisional certificate” means a two-year certificate issued to candidates who have met the requirements for initial employment and are employed as part of a State-approved district training program or residency leading to standard certification.

“Provisional Teacher Program” means the school-based training and evaluation program provided to all novice teachers during the first year of teaching in New Jersey.

“Provisional teaching year” means a year of full-time teaching under provisional certification required of all novice teachers before they can be approved for standard teacher certification.

“Regionally accredited college or university” means an institution of higher education accredited by one of the following regional accreditation associations:

1. Middle States Association of Colleges and Schools;
2. New England Association of Schools and Colleges;
3. North Central Association of Colleges and Schools;
4. Northwest Association of School and Colleges;
5. Southern Association of Colleges and Schools; and
6. Western Association of School and Colleges.

“Science major” means a college major in any of the physical or natural sciences.

“School leader” means an administrator whose position requires possession of a school administrator, principal, or supervisor endorsement.

“Secretary” means the Secretary of the New Jersey State Board of Examiners.

“Standard certificate” means a permanent certificate issued to a person who has met all certification requirements.

“State Board” means the New Jersey State Board of Education.

“SLE” means a structured learning experience. An SLE is any experiential, supervised educational activity designed to provide students with exposure to the requirements and responsibilities of specific job titles or job groups, and to assist them in gaining employment skills and making career and educational decisions.

“Support resource program” means an educational program in which the primary instructional responsibility for the student shall be the regular classroom teacher with input from the special education teacher. The special education teacher

shall provide modifications to the instructional strategies or testing procedures necessary in accordance with the student’s IEP. A support resource program provided in the student’s regular class shall be at the same time and in the same activities as the rest of the class.

“TEAC” means the Teacher Education Accreditation Council. TEAC is a national professional accrediting body for educator preparation.

“Teaching staff member” means a member of the professional staff of any district or regional board of education, or any board of education of a county vocational school, holding office, position or employment of such character that the qualifications, for such office, position or employment require him or her to hold a valid and effective standard, provisional or emergency certificate, appropriate to his or her office, position or employment issued by the State Board of Examiners and includes a school nurse and a school athletic trainer.

“Technology discipline major” means any college major that concentrates on the application of scientific principles to solve problems. Majors including, but not limited to, engineering, computer science, information technology, design technology, aviation technology, military technology, or industrial technology are acceptable technology discipline majors.

“Traditional route” means an approved collegiate teacher preparation program.

“Vocational-technical education” means an organized educational program that offers a sequence of courses that provides individuals with the academic and technical knowledge and skills the individuals need to prepare for further education and for careers in current or emerging employment sectors. It includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills of individuals. Its main purposes are to:

1. Provide individuals with the skills they need to attain economic freedom; and
2. Enhance the productivity of national, State, and local economies.

Amended by R.2004 d.306, effective August 2, 2004.
See: 36 N.J.R. 1636(a), 36 N.J.R. 3526(a).

Rewrote “Vocational-technical education”.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Added “Technology discipline major”.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Added definition “Formal Instruction” and substituted “valid” for “standard” in definition of “Novice teacher”.

Amended by R.2006 d.315, effective September 5, 2006.

See: 38 N.J.R. 2253(a), 38 N.J.R. 3530(b).

In definition “IEP”, updated the N.J.A.C. reference in the first sentence.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Added definitions "Certificate of advanced study in educational administration and supervision" and "Official transcript".

SUBCHAPTER 3. PROFESSIONAL STANDARDS FOR TEACHERS AND SCHOOL LEADERS

6A:9-3.1 Purpose

(a) The Professional Standards for Teachers identify the knowledge, skills and dispositions that teachers need to practice responsibly.

(b) The Professional Standards for School Leaders identify the knowledge, skills and dispositions that school leaders need to practice responsibly.

(c) The Professional Standards for Teachers and the Professional Standards for School Leaders set forth in N.J.A.C. 6A:9-3.3 and 3.4 shall be used in the accreditation of preparation programs, recommendation of candidates for certification and the approval of professional development.

(d) The level of mastery of the professional standards for teachers and school leaders shall be on a continuum from pre-service and novice through veteran educator.

6A:9-3.2 Scope

(a) The Professional Standards for Teachers shall apply to all educators who hold an instructional certificate.

(b) The Professional Standards for School Leaders shall apply to all administrators who hold a supervisor, principal or school administrator endorsement.

6A:9-3.3 Professional standards for teachers

(a) Teacher preparation, district induction, and professional development programs shall align their learning opportunities with the following standards:

1. Standard One: Subject Matter Knowledge. Teachers shall understand the central concepts, tools of inquiry, structures of the discipline, especially as they relate to the New Jersey Core Curriculum Content Standards (CCCS), and design developmentally appropriate learning experiences making the subject matter accessible and meaningful to all students.

i. Teachers know and understand:

(1) In-depth the subject matter they plan to teach and the relationship of that discipline to other content areas;

(2) The evolving nature of the discipline or subject matter knowledge and the need for keeping

abreast of new ideas and understanding of the discipline;

(3) That literacy skills and processes are applicable in all content areas and help students to develop the knowledge, skills and dispositions that enable them to construct meaning and make sense of the world through reading, writing, listening, speaking and viewing; and

(4) Concepts inherent in numeracy to enable students to represent physical events, work with data, reason, communicate mathematically, and make connections within their respective content areas in order to solve problems.

ii. Teachers value and are committed to:

(1) Appreciating multiple perspectives and conveying to learners how knowledge is developed from the vantage point of the knower; and

(2) Enthusiasm for the discipline(s) they teach and in making connections to every day life.

iii. Teachers engage in activities to:

(1) Promote the development of critical and creative thinking, problem solving and decision making skills by engaging students in formulating and testing hypotheses according to the methods of inquiry and standards of evidence within the discipline;

(2) Make effective use of multiple representations and explanations of disciplinary concepts that capture key ideas and link them to students' prior understanding; and

(3) Evaluate teaching resources and curriculum materials for their completeness, accuracy and usefulness for representing particular ideas and concepts.

2. Standard Two: Human Growth and Development. Teachers shall understand how children and adolescents develop and learn in a variety of school, family and community contexts and provide opportunities that support their intellectual, social, emotional and physical development.

i. Teachers know and understand:

(1) How students construct knowledge, acquire skills and develop habits of mind and how to use instructional strategies that promote student learning;

(2) How student learning is influenced by individual experiences, talents and prior learning, as well as language, culture, family, and community values; and

(3) How to identify and teach to the developmental abilities of students, which may include learning differences, visual and perceptual differences, cultural and socio-emotional differences, special physical

or emotional challenges and gifted and talented exceptionalities.

ii. Teachers value and are committed to:

(1) The educability of all children and adolescents;

(2) The belief that all children and adolescents bring talents and strengths to learning;

(3) Appreciation for multiple ways of knowing;

(4) The diverse talents of all students and to helping them develop self-confidence and subject matter competence; and

(5) The belief that all children and adolescents can learn at high levels and achieve success.

iii. Teachers apply learning theory to accommodate differences in student intelligence, perception, cognitive style and achievement levels.

3. Standard Three: Diverse Learners: Teachers shall understand the practice of culturally responsive teaching.

i. Teachers know and understand:

(1) How a person's world view is profoundly shaped by his or her life experiences, as mediated by factors such as social class, gender, race, ethnicity, language, sexual orientation, age and special needs;

(2) The supports for and barriers to culturally responsive teaching in school environments;

(3) The process of second language acquisition and strategies to support the learning of students whose first language is not English; and

(4) The negative impact of bias, prejudice and discrimination on students and society.

ii. Teachers value and are committed to:

(1) Respect for individual and cultural differences, and appreciation of the basic worth of each individual and cultural group; and

(2) The diversity of learning that takes place in the classroom, respect for the talents and perspectives of each student and sensitivity to community and cultural norms.

iii. Teachers engage in activities to:

(1) Create a learning community in which individual differences are respected;

(2) Learn about the diverse students they teach, and the students' families and communities;

(3) Use strategies to support the learning of students whose first language is not English; and

(4) Use knowledge of students and their lives to design and carry out instruction that builds on students' strengths while meeting their needs and taking into account issues of social class, gender, race, ethnicity, language, sexual orientation, age and special needs.

4. Standard Four: Instructional Planning and Strategies. Teachers shall understand instructional planning, design long and short term plans based upon knowledge of subject matter, students, community, and curriculum goals, and shall employ a variety of developmentally appropriate strategies in order to promote critical thinking, problem solving and the performance skills of all learners.

i. Teachers know and understand:

(1) How to plan instruction based on students' needs, developmental progress and prior knowledge;

(2) Available and appropriate resources and materials for instructional planning;

(3) Techniques for modifying instructional methods, materials and the environment to help all students learn; and

(4) A variety of instructional approaches and the use of various technologies, to promote thinking and understanding.

ii. Teachers value and are committed to the development of students' critical thinking, independent problem solving and performance capabilities.

iii. Teachers engage in activities to:

(1) Identify and design instruction appropriate to students' stage of development, learning styles, strengths and needs;

(2) Plan instruction based on knowledge of classroom, school and community culture;

(3) Evaluate teaching resources and curriculum materials for their comprehensiveness, accuracy and usefulness for representing particular ideas and concepts;

(4) Identify strategies to create learning experiences that make subject matter meaningful for students, address a variety of learning styles, encourage students to pursue their own interests and inquiries and help students connect their learning to personal goals;

(5) Plan and develop effective lessons by organizing instructional activities and materials, incorporating a wide range of community and technology resources, to promote achievement of lesson objectives;

(6) Use formal and informal methods of assessment, information about students, pedagogical knowledge, and research as sources for active reflection, evaluation and revision of practice; and

(7) Create interdisciplinary learning experiences that allow students to integrate knowledge, skills and methods of inquiry from several subject areas.

5. Standard Five: Assessment. Teachers shall understand and use multiple assessment strategies and interpret results to evaluate and promote student learning and to modify instruction in order to foster the continuous development of students.

i. Teachers know and understand:

(1) The characteristics, uses, advantages, and limitations of different types of assessments (for example, criterion-referenced and norm-referenced instruments, traditional standardized and performance-based tests, observation systems and assessments of student work) for evaluating how students learn, what they know and are able to do, and what kinds of experiences will support their further growth and development; and

(2) Measurement theory and assessment-related issues, such as validity, reliability, bias and scoring concerns.

ii. Teachers value and are committed to the belief that students' strengths are the basis for growth and their errors are opportunities for learning.

iii. Teachers engage in activities to:

(1) Analyze student performance using multiple sources of data, and to modify future plans and instructional techniques that promote desired student learning outcomes;

(2) Provide students with constructive feedback on their learning and encourage their use of data and self-assessment strategies to monitor their progress toward personal goals;

(3) Accurately document and report assessment data and ongoing student data to parents and professional staff; and

(4) Enhance their knowledge of learners and evaluate students' progress and performance using a variety of formal and informal assessment techniques to modify teaching and learning strategies.

6. Standard Six: Learning Environment. Teachers shall understand individual and group motivation and behavior and shall create a supportive, safe and respectful learning environment that encourages positive social interaction, active engagement in learning and self-motivation.

i. Teachers know and understand:

(1) The principles and strategies of effective classroom management that promote positive relationships, cooperation and purposeful learning activities in the classroom;

(2) How the classroom environment influences learning and promotes positive behavior for all students; and

(3) How classroom participation supports student commitment.

ii. Teachers value and are committed to:

(1) The role of students in promoting each other's learning and recognize the importance of peer relationships in creating a climate of learning;

(2) Taking responsibility for establishing a positive climate in the classroom and participation in maintaining such a climate in the school as a whole; and

(3) The expression and use of democratic values in the classroom.

iii. Teachers engage in activities to:

(1) Maintain a learning community in which students assume responsibility for themselves and one another, participate in decision making and work collaboratively and independently;

(2) Create a safe and secure classroom climate for all students, by practicing effective listening and group facilitation skills;

(3) Create a positive classroom climate which is socially, emotionally and physically safe;

(4) Establish and maintain appropriate standards of behavior;

(5) Use instructional time effectively; and

(6) Prepare students for and monitor independent and group work that allows for full and varied participation of all individuals.

7. Standard Seven: Special Needs. Teachers shall adapt and modify instruction to accommodate the special learning needs of all students.

i. Teachers know and understand:

(1) How to access information regarding applicable laws, rules, regulations and procedural safeguards regarding planning and implementing the individual education program; and

(2) Available resources related to educational strategies to accommodate individual differences and to employ positive behavioral intervention techniques to students with special needs.

ii. Teachers value and are committed to the belief that children and adolescents with special needs can learn at high levels and achieve success.

iii. Teachers engage in activities to:

(1) Apply knowledge of students' abilities/disabilities, experiences, talents and prior learning as well as language, culture, economics, family and community values to positively impact student learning;

(2) Employ appropriate diagnostic measures and interpret the results to implement strategies that influence learning;

(3) Participate in the design and implementation of the Individualized Education Program (IEP), where appropriate;

(4) Meet the needs of all learners by using a wide range of teaching techniques to accommodate and modify strategies, services and resources, including technology; and

(5) Make appropriate provisions, in terms of time and circumstances for work, task assigned, communication and response modes, for individual students who have particular learning differences or needs.

8. Standard Eight: Communication. Teachers shall use knowledge of effective verbal, nonverbal and written communication techniques and the tools of information literacy to foster the use of inquiry, collaboration and supportive interactions.

i. Teachers know and understand the power of communication in the teaching and learning process.

ii. Teachers value and are committed to:

(1) Appreciating the cultural dimension of communication, responding appropriately and seeking to foster culturally sensitive communication by and among all students in the class; and

(2) Being a thoughtful and responsive listener.

iii. Teachers engage in activities to:

(1) Communicate clearly in English, using precise language and appropriate oral and written expressions;

(2) Assist students individually or as a member of a group to access, evaluate, synthesize and use information effectively to accomplish a specific purpose;

(3) Use effective verbal and nonverbal techniques which foster individual and collective inquiry;

(4) Model effective communication strategies and questioning techniques in conveying ideas and stimulating critical thinking; and

(5) Communicate in a variety of ways that demonstrate a sensitivity to cultural, linguistic, gender and social differences.

9. Standard Nine: Collaboration and Partnerships. Teachers shall build relationships with parents, guardians, families and agencies in the larger community to support students' learning and well-being.

i. Teachers know and understand:

(1) The importance of meaningful parent/family involvement in education in addressing the unique student needs and the perspectives to be gained from effective school/home interactions that contribute to high quality teaching and learning;

(2) The role of the school within the community and how to utilize diverse partnerships to contribute to student learning and development; and

(3) How to collaborate with all stakeholders regarding decision-making and the well-being of students while respecting student/family privacy and confidentiality.

ii. Teachers value and are committed to:

(1) Recognizing the role of parents, guardians and other family members as a child's primary teacher;

(2) Being concerned about all aspects of the student's well-being and working with parents/families to provide diverse opportunities for student success; and

(3) Being willing to work with parents/families and other professionals to improve the overall learning environment for students.

iii. Teachers engage in activities to:

(1) Identify and utilize family and community resources to foster student learning and provide opportunities for parents to share skills and talents that enrich learning experiences;

(2) Establish respectful and productive relationships and to develop cooperative partnerships with diverse families, educators and others in the community in support of student learning and well-being; and

(3) Institute parent/family involvement practices that support meaningful communication, parenting skills, enriched student learning, volunteer and decision-making opportunities at school and collaboration to strengthen the teaching and learning environment of the school.

10. Standard Ten: Professional Development. Teachers shall participate as active, responsible members of the professional community, engaging in a wide range of reflective practices, pursuing opportunities to grow professionally and establishing collegial relationships to enhance the teaching and learning process.

i. Teachers know and understand how education research and other methods of inquiry can be used as a means for continuous learning, self assessment and development.

ii. Teachers value and are committed to:

(1) Refining practices that address the needs of all students and the school community;

(2) Professional reflection, assessment and learning as an ongoing process; and

(3) Collaboration with colleagues to give and receive help.

iii. Teachers engage in activities to:

(1) Use reflective practice and the Professional Development Standards to set goals for their professional development plans;

(2) Learn through professional education organizations; and

(3) Make the entire school a productive learning climate through participation in collegial activities.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), added 3i(4).

6A:9-3.4 Professional standards for school leaders

(a) School leader preparation, district induction and professional development programs shall align their learning opportunities with the following standards:

1. Standard One: School administrators shall be educational leaders who promote the success of all students by facilitating the development, articulation, implementation and stewardship of a vision of learning that is shared and supported by the school community.

i. Administrators have knowledge and understanding of:

(1) Learning goals in a pluralistic society;

(2) The principles of developing and implementing strategic plans;

(3) Systems theory;

- (4) Information sources, data collection and data analysis strategies;
 - (5) Effective communication; and
 - (6) Effective consensus-building and negotiation skills.
- ii. Administrators believe in, value and are committed to:
- (1) The educability of all;
 - (2) A school vision of high standards of learning;
 - (3) Continuous school improvement;
 - (4) The inclusion of all members of the school community;
 - (5) Ensuring that students have the knowledge, skills and values needed to become successful adults;
 - (6) A willingness to continuously examine one's own assumptions, beliefs and practices; and
 - (7) Doing the work required for high levels of personal and organization performance.
- iii. Administrators facilitate processes and engage in activities ensuring that:
- (1) The vision and mission of the school are effectively communicated to staff, parents, students and community members;
 - (2) The vision and mission are communicated through the use of symbols, ceremonies, stories and similar activities;
 - (3) The core beliefs of the school vision are modeled for all stakeholders;
 - (4) The vision is developed with and among stakeholders;
 - (5) The contributions of school community members to the realization of the vision are recognized and celebrated;
 - (6) Progress toward the vision and mission is communicated to all stakeholders;
 - (7) The school community is involved in school improvement efforts;
 - (8) The vision shapes the educational programs, plans and actions;
 - (9) An implementation plan is developed in which objectives and strategies to achieve the vision and goals are clearly articulated;
 - (10) Assessment data related to student learning are used to develop the school vision and goals;
 - (11) Relevant demographic data pertaining to students and their families are used in developing the school mission and goals;

(12) Barriers to achieving the vision are identified, clarified and addressed;

(13) Needed resources are sought and obtained to support the implementation of the school mission and goals;

(14) Existing resources are used in support of the school vision and goals; and

(15) The vision, mission and implementation plans are regularly monitored, evaluated, and revised.

2. Standard Two: School administrators shall be educational leaders who promote the success of all students by advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.

i. Administrators have knowledge and understanding of:

(1) Student growth and development;

(2) Applied learning theories;

(3) Applied motivational theories;

(4) Curriculum design, implementation, evaluation and refinement;

(5) Principles of effective instruction;

(6) Measurement, evaluation and assessment strategies;

(7) Diversity and its meaning for educational programs;

(8) Adult learning and professional development models;

(9) The change process for systems, organizations and individuals;

(10) The role of technology in promoting student learning and professional growth; and

(11) School cultures.

ii. Administrators believe in, value and are committed to:

(1) Student learning as the fundamental purpose of schooling;

(2) The proposition that all students can learn;

(3) The variety of ways in which students can learn;

(4) Life-long learning for self and others;

(5) Professional development as an integral part of school improvement;

(6) The benefits that diversity brings to the school community;

or reassigned teaching staff member to exhibit an appropriate certificate before the teaching staff member assumes any responsibility for the performance of regulated duties. It shall be the chief school administrator's responsibility to ensure that the certificate is valid.

(c) The chief school administrator of each district board of education shall annually report the names and teaching assignments of all teaching staff members to the county superintendent. The county superintendent shall provide to the employing district board of education and the Commissioner written notice of any instance in which a teaching staff position is occupied by a person who does not hold appropriate certification.

(d) Any contract or engagement of any teaching staff member shall cease and terminate whenever the employing district board of education receives written notice from the county superintendent, or otherwise ascertains, that such person is not, or has ceased to be, the holder of an appropriate certificate required for such employment. A teaching staff member's employment shall cease notwithstanding that the term of employment pursuant to contract or engagement has not expired.

(e) If a properly notified district board of education fails to terminate the employment of an uncertified or improperly certified teaching staff member, the Commissioner may issue an order to show cause why that teaching staff member's per diem salary should not be withheld from the district board of education's State financial aid for each day the teaching staff member remains employed. If such district board of education fails to respond or show adequate cause within 20 days from the date of mailing of the order to show cause, the Commissioner may reduce State financial aid to such district board of education by the amount of the uncertified or improperly certified teaching staff member's per diem contract salary. The district board may show adequate cause either by exhibiting an appropriate certificate or by terminating the contract of the uncertified or improperly certified teaching staff member.

Case Notes

Adopting Initial Decision's conclusion that a tenured school social worker under an educational services certification, who also possessed certification as an elementary teacher but had never served as a teacher in the school district, and whose social worker position was eliminated through a reduction in force, did not have rights over a nontenured applicant to a teaching position; neither tenure nor seniority applied across certificates, and therefore petitioner only had rights with regard to positions within the educational services certification (adopting 2008 N.J. AGEN LEXIS 70, as supplemented). *Aiello v. Bd. of Educ. of Westwood Reg'l School Dist.*, OAL Dkt. No. EDU 7986-07, 2008 N.J. AGEN LEXIS 263, Commissioner's Decision (March 20, 2008).

Where petitioner was employed effective September 1, 2001 as a permanent substitute art teacher "until completion of her teaching certificate requirements at which time she will be given a permanent contract" and she obtained the appropriate certificate in March 2002, petitioner had not obtained tenure at the time she was dismissed from employment on Feb. 25, 2005 and thus was not improperly terminated; the first six months of petitioner's employment, during which she held only a substitute teacher's certificate, did not count towards the three-

year tenure requirement of N.J.S.A. 18A:28-5 (adopting with clarification 2006 N.J. AGEN LEXIS 749). *Miller v. Bd. of Educ. of West Amwell*, OAL Dkt. No. EDU 4523-05S, Commissioner's Decision (November 16, 2006).

Although N.J.A.C. 6A:9-5.2(b) admonishes school administrators not to hire uncertified teachers, the district did not act inequitably towards a teacher denied tenure credit during the two months she served as a Practical Nursing (PN) instructor under a substitute certificate, as (1) the district credited the instructor with seniority for the five months after it appointed her to the position and before she received proper certification; (2) teaching PN was for the instructor's benefit so she could gain the geriatrics experience needed under new regulations for her position as a Nursing Assistant (NA) instructor, rather than be subject to termination; and (3) the instructor chose to continue teaching PN rather than return to teaching NA for which she was adequately certificated. *Kelly v. Bd. of Educ. of Middlesex County Vocations Technical School Dist.*, OAL Dkt. No. EDU 4588-01, Commissioner's Decision (November 9, 2006), *aff'd*, SB No. 45-06, 2007 N.J. AGEN LEXIS 548 (N.J. State Bd. of Educ. May 2, 2007).

6A:9-5.3 Interstate contracts

In accordance with the NASDTEC Interstate Contract, the Commissioner and the Secretary may enter into contracts with other states to allow reciprocity of teachers' credentials between New Jersey and other states.

6A:9-5.4 Fees

(a) The fee schedule in (b) below shall be in addition to any tuition and fees that institutions of higher education may charge for courses and credits offered in connection with State-approved training programs.

(b) The following nonrefundable fee schedule applies:

1. For each CE and CEAS, which includes the issuance of the provisional certificate and standard certificate—\$170.00;
2. For each emergency certificate—\$95.00;
3. For each substitute credential—\$125.00;
4. For each renewal of an emergency or provisional certificate—\$70.00;
5. For each duplicate copy of or name change on a certificate—\$60.00;
6. For each evaluation of credentials to determine eligibility to take a particular State certification examination or to obtain information concerning qualifications for certification—\$70.00;
7. For each standard certificate—\$95.00;
8. For each certificate that requires a test, a one-time test score service fee—\$20.00;
9. For each letter the Office sends in response to a candidate's written request verifying test scores that are no longer available from the testing company—\$25.00;

10. An application fee for a qualifying academic certificate pursuant to N.J.S.A. 18A:6-41 shall be \$30.00. If the candidate is not eligible, \$20.00 will be refunded;

11. Upon completion of a State-approved administrator residency program, a one-time administrative fee—\$200.00;

12. Upon completion of a State-approved alternate route formal instruction program for holders of an instructional CE, a one-time administrative fee—\$100.00; and

13. For each provisional educational services certificate—\$75.00.

(c) The State Board may establish in this section from time to time a fee schedule for services related to the issuance of certificates that includes, but is not limited to, fees charged by district boards of education to provisional teachers to pay for their training. This fee schedule shall be in addition to any tuition and fees charged by institutions of higher education for courses and credits offered in connection with State-approved training programs.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (b), substituted “fee for a qualifying academic certificate” for “fee for an academic qualifying certificate” and amended the N.J.S.A. reference in 10.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Added (b)11 and made related stylistic changes in (b)9 and (b)10.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (b)1, substituted “\$170.00” for “\$150.00”; in (b)2 and (b)7, substituted “\$95.00” for “\$75.00”; in (b)3, substituted “\$125.00” for “\$75.00”; in (b)4 and (b)6, substituted “\$70.00” for “\$50.00”; in (b)5, substituted “\$60.00” for “\$40.00”; in (b)10, deleted “and” from the end; in (b)11, substituted a semicolon for the period at the end; and added (b)12 and (b)13.

6A:9-5.5 Assignment of titles

(a) Each district board of education shall assign position titles to teaching staff members that are recognized in these rules.

(b) If a district board of education determines that the use of an unrecognized position title is desirable, or if a previously established unrecognized title exists, the following procedures shall apply:

1. Prior to appointing a candidate, the district board of education shall submit to the county superintendent a written request for permission to use the proposed title. Such request shall include a detailed job description.

2. The county superintendent shall exercise his or her discretion regarding approval of the request and determine the appropriate certification and title for the position.

(c) The county superintendent shall review annually all previously approved unrecognized position titles and determine whether such titles shall be continued for the next school year.

(d) Decisions rendered by county superintendents regarding titles and certificates for unrecognized positions shall be binding upon future seniority determinations on a case-by-case basis.

Case Notes

Initial Decision (2006 N.J. AGEN LEXIS 344) adopted, which concluded that a former athletic director failed to show that the Board violated his tenure, seniority and/or preferred eligibility rights by its appointment of a non-tenured individual to the position of Assistant Principal for Athletics and Student Activities; contrary to petitioner’s contention, the position of Assistant Principal for Athletics and Student Activities was not an unrecognized position under N.J.A.C. 6A:9-5.5. A vacant assistant principal position existed when the Board created the new position, and petitioner failed to show that the duties of the position lacked the character necessary to require a principal endorsement. *McGriff v. Bd. of Educ. of Montclair*, OAL Dkt. No. EDU 10927-04, 2006 N.J. AGEN LEXIS 647, Commissioner’s Decision (July 13, 2006).

“Position” in which tenure is acquired by virtue of service in an unrecognized position title is not limited by the unrecognized title; rather, it is well established that, pursuant to N.J.S.A. 18A:28-5, the position in which an individual achieves tenure is either one of those specifically enumerated in the statute or other employment for which a certificate is required, either Instructional, Educational Services or Administrative. In contrast, pursuant to N.J.A.C. 6A:9-5.5, seniority is limited to the unrecognized title. *Ciamillo v. Bd. of Educ. of Ridgefield*, OAL Dkt. No. EDU 1805-04; S.B. No. 38-05, 2006 N.J. AGEN LEXIS 134, State Board of Education Decision (N.J. January 4, 2006).

Adopting Initial Decision’s conclusion that a tenured teacher who simultaneously served as a Subject Area Coordinator did not acquire tenure in the coordinator position; because the Subject Area Coordinator position was an unrecognized title under N.J.A.C. 6A:9-5.5, and because it did not require an additional certificate, the teacher serving in this position did not accrue tenure in a position other than that of teacher (adopting as modified 2005 N.J. AGEN LEXIS 664). *Manley v. Bd. of Educ. of Old Bridge Twp.*, OAL Dkt. No. EDU 10644-04, 2005 N.J. AGEN LEXIS 1053, Commissioner’s Decision (December 19, 2005).

6A:9-5.6 Oath of allegiance required

(a) Every person who applies for a certificate for employment in any of the public schools of this State shall subscribe to the oath of allegiance and office prescribed in N.J.S.A. 41:1-3.

(b) Any person who is a citizen or subject of any country other than the United States is required to file an oath to support the Constitution of the United States while so employed.

6A:9-5.7 Citizenship requirement

(a) Except as set forth below, to be eligible for a certificate, the applicant must be a citizen of the United States.

1. Any citizen of another country who has declared his or her intention of becoming a United States citizen and who is otherwise qualified may, with the Commissioner’s approval, be granted a teaching certificate for employment as a teacher by a district board of education as set forth in N.J.S.A. 18A:26-1. The certificate shall expire in five years. If the holder of the noncitizen certificate has not become a United States citizen within the initial five-year certification period, the certificate may be renewed for an

additional five-year period. When the certificate expires after the second five-year period, the certificate shall not be renewed again. The Board of Examiners may revoke any such certificate pursuant to N.J.S.A. 18A:26-8.1 if the Board is satisfied that the holder thereof has abandoned his or her efforts to become a United States citizen or has become disqualified for citizenship.

2. In accord with N.J.S.A. 18A:6-7, any citizen of another country who is employed as an exchange teacher by a district board of education pursuant to N.J.A.C. 6A:9-5.15 shall be exempt from the citizenship requirement. The teacher shall file a noncitizen oath to support the Constitution of the United States while so employed.

3. In accord with N.J.S.A. 18A:6-7, any citizen of another country who is eligible for a limited certificate for foreign teachers for employment by a public school district pursuant to N.J.A.C. 6A:9-6.6 shall be exempt from the citizenship requirement. The teacher shall file a noncitizen oath to support the Constitution of the United States while so employed.

4. In accord with N.J.S.A. 18A:26-1, a teacher of world languages who has been a resident of the United States for less than 10 years and who is not a citizen of the United States may be granted a teaching certificate and employed as a teacher by a district board of education. The teacher shall file a noncitizen oath to support the Constitution of the United States while so employed, as required by N.J.S.A. 18A:6-7. The teacher shall not be required to complete the affidavit of intent to become a United States citizen. The noncitizen certificate shall be issued for a period of time equivalent to the 10 years less the number of years that the teacher has been a resident of the United States. This period shall not exceed 10 years and shall not be renewed.

5. In accord with N.J.S.A. 18A:28-3, no teaching staff member shall acquire tenure unless he or she is, or until he or she shall become, a citizen of the United States.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Inserted "If the holder...be renewed again" in 1; and in 4, substituted "world" for "foreign" in the first sentence and inserted "The teacher shall...not be renewed".

6A:9-5.8 Minimum degree and age requirement

Applicants for teaching certificates must be at least 18 years old, have graduated from an approved high school or have an equivalent education as determined by the Board of Examiners and have received a baccalaureate degree from a regionally accredited institution of higher education. The requirement of a baccalaureate degree shall not apply to applicants for vocational endorsements as set forth in N.J.A.C. 6A:9-11.2, for educational interpreter endorsements as set forth in N.J.A.C. 6A:9-13.18, or for military science endorsements as set forth in N.J.A.C. 6A:9-11.7.

6A:9-5.9 Examination in physiology, hygiene and substance abuse issues requirement

Candidates for instructional certificates shall pass an examination in physiology, hygiene and substance abuse issues.

6A:9-5.10 Certification of veterans

(a) Veterans who received an evaluation for certification before entering the military may continue under that evaluation, subject to the following provisions:

1. A request for reinstatement of the preservice status is made within a period of time equivalent to the length of the military service; and
2. A copy of an honorable discharge from the service is submitted.

(b) At the expiration of the time period equivalent to the length of military service, the veteran shall be subject to the rules in N.J.A.C. 6A:9-9 and 11 through 13.

6A:9-5.11 Validation of college degrees and college professional preparation

(a) A candidate for certification shall hold a bachelor's degree from a regionally accredited institution or foreign institution of higher education recognized by international accreditation agencies.

(b) Professional education preparation programs required for New Jersey certificates shall be accepted from:

1. A New Jersey college approved by the State Board for the preparation of teachers;
2. Out-of-State colleges approved by the State board or department of education or department of higher education in the state in which the college is established and approved by the Department on the basis of reciprocal agreements; and
3. Regionally accredited two-year colleges provided that:

- i. The courses are accepted toward meeting the requirements for certification by a college approved by the Department and such courses appear on the official transcript of a regionally accredited four-year college; and

- ii. No more than six semester-hour credits in professional education are completed on the two-year college level, except as provided for in N.J.A.C. 6A:9-13.18.

(c) Except as provided for in N.J.A.C. 6A:9-13.18, academic preparation for all endorsements must appear on the transcript of a regionally accredited four-year college or university.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Added (c).

6A:9-5.12 Recognition of advanced standing in a college

(a) Advanced work completed in a secondary school, which is assigned college credit by the institution of higher education that the candidate attends, shall be counted toward meeting the requirements for certification.

(b) When a regionally accredited four-year college or university grants advanced standing but does not award college credit for courses that were waived, the Department may accept the study that the college waived as college credit for purposes of certification.

6A:9-5.13 Course information

(a) Courses completed by correspondence or distance learning may be accepted for certification purposes only if they are completed through a regionally accredited college or university and appear on the official transcript of the college or university.

(b) Teaching a course in a regionally accredited college or university shall be deemed the equivalent of having presented the course on a college transcript. Evidence of such teaching must be submitted in the form of an original letter from the college president, dean or authorized designee.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Added "or authorized designee" to the end of (b) and made a related stylistic change.

6A:9-5.14 Equivalency of work taken in other countries

(a) An applicant for certification who has completed college-level study in a country other than the United States shall present an equivalency report of that study from a Department-approved credentials evaluation agency. The equivalency report shall include the following:

1. Studies equivalent to a bachelor's degree from a regionally accredited four-year college or university in the United States;
2. Course-by-course listing and the semester-hour equivalent of each area of college-level study; and
3. The GPA at the conclusion of the degree program.

6A:9-5.15 Exchange teachers

(a) A district board may employ a teacher from another state or country in exchange for one of its own teaching staff members for a period of up to one school year. The district board shall adopt a resolution stating that the exchange teacher is employed as a substitute teacher for that teaching staff member during that school year.

(b) If the exchange teacher is a foreign national, the teacher shall be required to file a non-citizen oath of allegiance with the district board of education as required by N.J.S.A. 18A:6-7 to the effect that he or she will support the

Constitution of the United States during the period of his or her employment within the State.

(c) The district board of education shall request that the county superintendent issue a county substitute credential to the exchange teacher. The 20-day limitation pursuant to N.J.A.C. 6A:9-6.5(b) shall not apply to the exchange teacher and the exchange teacher is authorized to serve for the period of his or her temporary service in the State as an exchange teacher.

6A:9-5.16 Issuance of a certificate

(a) The Board of Examiners shall issue the appropriate certificate upon the candidate's completion of all certification requirements. The candidate shall be subject to all requirements in effect at the time the application is received in the Office. Requirements include, but are not limited to, coursework, degree, tests, fees, GPA and all certificate rules pursuant to N.J.A.C. 6A:9-8, 11, 12, and 13. Applications shall be deemed filed with the Office when the application and all required supporting documentation has been received. The teacher shall maintain possession of the original certificate.

(b) If the candidate is not eligible for the certificate sought, the Office shall issue a written evaluation that identifies the deficiencies for certification.

(c) The Board of Examiners may refuse to issue a certificate to a candidate enrolled in a New Jersey or out-of-State approved program when the candidate fails to secure the recommendation of the preparing institution.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Inserted "The candidate shall...has been received" in (a).

6A:9-5.17 Replacement of lost certificates

To replace a lost certificate, the holder shall complete the appropriate application, provide a notarized statement of loss and submit the required fee.

6A:9-5.18 Persons assigned to coach swimming

(a) Persons assigned to coach swimming or diving teams shall hold a New Jersey instructional certificate that allows the holder to coach and shall meet the requirements as set forth in N.J.A.C. 6A:9-11.12.

(b) The chief school administrator of the employing district board of education shall:

1. Annually notify the county superintendent of all persons assigned to coach swimming and/or diving teams; and
2. Forward to the county superintendent copies of each valid American Red Cross or YMCA certificate required in (a) above for every person assigned to coach swimming and/or diving.

Amended by R.2005 d.110, effective April 4, 2005.
See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), inserted "instructional" following "New Jersey".

6A:9-5.19 Athletics personnel

(a) Any teaching staff member in the employ of a district board of education shall be permitted to organize public school pupils for purposes of coaching or for conducting games, events or contests in physical education or athletics.

(b) School districts shall be permitted to employ any holder of a New Jersey teaching certificate to work in the interscholastic athletic program provided that the position has been advertised.

(c) In the event there is no qualified and certified applicant, the holder of a county substitute credential pursuant to N.J.A.C. 6A:9-6.5 is authorized to serve as an athletic coach in the district in which he or she is employed for a designated sports season, provided that:

1. The district chief school administrator demonstrates to the county superintendent that:
 - i. The vacant coaching position had been advertised; and
 - ii. There was no qualified applicant based on the written standards of the district board of education;
2. The district chief school administrator provides a letter to the county superintendent attesting to the prospective employee's knowledge and experience in the sport in which he or she will coach; and
3. The district board of education obtains the county superintendent's approval prior to such employment. The 20-day limitation noted in N.J.A.C. 6A:9-6.5(b) shall not apply to such coaching situations.

Case Notes

In upholding a decision of the Commissioner of Education that a district board of education should have appointed a certain teacher as the girls' basketball coach at a certain high school, the interpretation of the State Board of Education of former N.J.A.C. 6:29-3.3 (now N.J.A.C. 6A:9-5.19) to impose an intra-district hiring requirement or preference relied on a strained construction of the word "employment"; such a construction of the regulation would effectively reimpose terms eliminated in the 1983 amendment without following the requirements of the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq. *Krupp v. Bd. of Educ.*, 278 N.J. Super. 31, 650 A.2d 366, 1994 N.J. Super. LEXIS 488 (App.Div. 1994).

Former N.J.A.C. 6:29-3.3(a) and (b) (now N.J.A.C. 6A:9-5.19) on their face clearly allow local school boards to hire intra- or extra-district qualified, certified teachers, provided the coaching position is first advertised; no preference for intra-district employees appears in the regulations. In upholding a decision of the Commissioner of Education that a district board of education should have appointed a certain teacher as the girls' basketball coach at a certain high school, the State Board of Education erred in interpreting former N.J.A.C. 6:29-3.3 (now N.J.A.C. 6A:9-5.19) to impose an intra-district hiring requirement or preference. *Krupp v. Bd. of Educ.*, 278 N.J. Super. 31, 650 A.2d 366, 1994 N.J. Super. LEXIS 488 (App.Div. 1994).

Appointment of head basketball coach at a high school was vacated, where another candidate was the only candidate with a standard teaching certification and N.J.A.C. 6A:9-5.19 allows individuals with substitute teaching credentials to serve as athletic coaches only if there are no qualified and certified applicants. *Paterson East Side High School Parent/Alumni Committee v. State-Operated School Dist. of Paterson*, OAL Dkt. No. EDU 11847-06, 2007 N.J. AGEN LEXIS 538, Commissioner's Decision (July 13, 2007).

In the context of New Jersey's liberal tradition concerning standing, a parent/alumni committee had sufficient interest under N.J.A.C. 6A:9-5.19 as taxpayers, as persons actively involved with the high school athletes, and as parents to challenge the hiring of a candidate as head basketball coach at a high school. *Paterson East Side High School Parent/Alumni Committee v. State-Operated School Dist. of Paterson*, OAL Dkt. No. EDU 11847-06, 2007 N.J. AGEN LEXIS 538, Commissioner's Decision (July 13, 2007).

6A:9-5.20 Computer literacy

(a) The school administrator may assign an individual to teach computer literacy if the individual:

1. Demonstrates proficiency in current computer programs and their applications; and
2. Holds a CE, CEAS or standard certificate in an instructional field.

6A:9-5.21 Conditional certificate to teach a world language

(a) A holder of a conditional certificate to teach a world language issued prior to January 20, 2004 may renew the certificate for a maximum of four years. For renewal of the certificate, the candidate shall:

1. Within 12 months of obtaining the initial conditional certificate, complete a minimum of three semester-hours credits in world language methodology offered by a regionally accredited four-year college or university; and
2. Demonstrate progress toward meeting State requirements for standard certification within five years of the issuance of the initial conditional certificate.

(b) No new conditional certificates to teach a world language shall be issued as of January 20, 2004.

6A:9-5.22 (Reserved)

New Rule, R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Repealed by R.2007 d.10, effective January 2, 2007.

See: 38 N.J.R. 3205(a), 39 N.J.R. 29(a).

Section was "Structured learning experiences/career orientation coordination".

SUBCHAPTER 6. TYPES OF CERTIFICATES

6A:9-6.1 Standard certificate

The standard certificate is a permanent certificate issued to candidates who have met all requirements for State certification.

6A:9-6.2 Provisional certificate

The provisional certificate is a two-year certificate issued to candidates who have met requirements for initial employment as part of a State-approved school district training program or residency leading to standard certification. If the duration of the school district training program extends beyond the two-year period, the provisional certificate shall be renewed. The certificate is renewable for a maximum of one renewal.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Inserted "school" twice before "district"; and substituted "one renewal" for "two renewals".

6A:9-6.3 Emergency certificate

(a) An emergency certificate is a substandard certificate issued only to educational services certificate candidates who meet the requirements specified for each endorsement. An emergency certificate shall be issued at any time during the academic year. All emergency certificates shall expire on July 31 of each year regardless of issuance date.

(b) A district board of education may apply to the county superintendent for an emergency certificate for a candidate in authorized educational services areas if it can demonstrate its inability to locate a suitable certified candidate due to unforeseen shortages or other extenuating circumstances. The county superintendent may approve the application if he/she determines that there are no suitable certified candidates to fill the position.

(c) With the exception of the speech-language specialist endorsement pursuant to N.J.A.C. 6A:9-13.6(e) and the educational interpreter endorsement pursuant to N.J.A.C. 6A:9-13.18(d) through (f), the certificate is renewable annually up to a maximum of two times at the request of the school district and approval of the county superintendent. Renewal is predicated upon demonstration of progress toward successful completion of coursework and tests required for issuance of a CE, CEAS or standard certificate. A candidate serving under an emergency certificate shall be employed under emergency certification for no more than a total of three years in any one educational services endorsement area regardless of the number of districts in which the candidate serves.

(d) An emergency certificate is valid for employment only in the district requesting the emergency certificate.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (a), deleted "one-year" following "certificate is a" in the first sentence and added "An emergency certificate... of issuance date"; and rewrote the first sentence of (c).

Case Notes

Initial Decision (2006 N.J. AGEN LEXIS 172) adopted, which concluded that both the weight of the evidence and the doctrine of estoppel supported a decision in favor of a private, non-profit school for the disabled, in its appeal from a determination that salaries and benefit costs for nine of the school's teachers were required to be disallowed

due to the teachers' alleged failure to obtain emergency certification (decided under former rules). Search Day Program, Inc. v. N.J. Dep't of Educ., OAL Dkt. No. EDU 8569-04, 2006 N.J. AGEN LEXIS 574, Commissioner's Decision (June 2, 2006).

6A:9-6.4 Certificate of eligibility

(a) A certificate of eligibility (CE) is a certificate with lifetime validity that the Board of Examiners may issue to candidates who meet degree, academic and applicable test requirements.

(b) A certificate of eligibility with advanced standing (CEAS) is a certificate with lifetime validity that the Board of Examiners may issue to candidates who meet degree, academic and test requirements and complete a State-approved college professional education preparation program.

(c) The CE or CEAS authorizes the holder to seek employment. A holder of a CE or CEAS shall not assume responsibility for a job assignment until the holder has been issued a provisional certificate.

6A:9-6.5 Substitute credential

(a) The substitute credential is intended only for persons acting temporarily in replacement of a fully certified and regularly employed classroom teacher when the supply of properly certified teachers is inadequate to staff the school.

(b) Pursuant to N.J.S.A. 18A:6-38, the State Board of Examiners shall issue substitute credentials and may revoke them in accord with N.J.A.C. 6A:9-17.5 through 17.7. Under the authority of the State Board of Examiners, the county superintendent in the county in which the candidate applies shall review the documentation that the candidate provides in accord with (c) below and determine the candidate's eligibility for the substitute credential. If the county superintendent determines that the candidate meets the criteria, the county superintendent shall issue the candidate a substitute credential which may be used in any county of the State.

(c) A candidate shall apply for a substitute credential to the county superintendent through the district board of education. The district board of education shall submit the candidate's application, official transcripts, signed and notarized oath of allegiance, academic credentials and appropriate fee pursuant to N.J.A.C. 6A:9-5.4(b)3 to the county superintendent for review and approval. The county superintendent may issue a substitute credential to candidates who do not hold standard New Jersey certificates but who can present a minimum of 60 semester-hour credits completed at a regionally accredited college or university. The holder of the substitute credential pursuant to this subsection may serve for no more than a total of 20 instructional days in the same position in one school district during the school year. Upon written application to the county superintendent and for good cause shown, the county superintendent may extend the service in a single position to a total of 40 instructional days. The application for the extension in time to serve in a single position shall be

filed prior to the 15th day of the substitute's service in the position.

(d) The county superintendent shall not issue a substitute credential until the candidate submits a criminal history qualification letter from the Department, unless the district board of education can demonstrate to the Commissioner of Education that special circumstances exist which justify the emergent employment of a substitute in accordance with N.J.S.A. 18A:6-7.1c.

(e) The substitute credential is valid for a five-year period from the date of issuance and may be renewed within six months prior to its expiration.

(f) Holders of a CE or CEAS issued by the Board of Examiners may serve as a substitute teacher in areas authorized by their credentials for a total of 60 instructional days in the same position in one school district during the school year. Holders of a CE or CEAS are not required to have a substitute credential for this service.

(g) Holders of a standard New Jersey instructional certificate may serve as a substitute teacher in areas outside the scope of their endorsements for a period of 40 instructional days in the same position in one school district during the school year. Holders of standard certificates are not required to have a substitute credential for this service. This subsection does not apply to the holder of a standard certificate with a vocational-technical endorsement.

(h) The county superintendent may issue a vocational substitute credential to a candidate who presents two years of full-time work experience within the past five years in the appropriate career cluster in lieu of 60 semester hour college credits. The work experience shall be documented by an experience statement from an employer or presentation of a valid occupational license. The vocational substitute credential is required to serve as a substitute teacher for specific vocational-technical skills. The holder of a vocational substitute credential may serve no more than a total of 20 instructional days in the same position in one school district during the school year. Upon written application to the county superintendent and for good cause shown, the county superintendent may extend the service in a single position to a total of 40 instructional days. The application for the extension of time to serve in a single position shall be filed prior to the 15th day of the substitute's service in the position. The holder of a vocational-technical CE or CEAS is also authorized to serve as a vocational substitute teacher for a total of 60 instructional days within the scope of their endorsements in the same position in one school district during the school year and do not require a substitute credential for this service. Holders of standard vocational-technical endorsements do not require a substitute credential to teach within the scope of their endorsements.

(i) The county superintendent may issue a substitute credential to serve as a substitute school nurse/non-instructional

to the holder of a valid New Jersey registered professional nurse license.

(j) The county superintendent may issue a substitute credential to serve as a substitute educational interpreter to candidates with a high school diploma or GED and who have completed the Educational Interpreter Performance Assessment (EIPA) with a minimum score of three. The 20-day limitation pursuant to (c) above shall not apply to such educational interpreters as substitute educational interpreters may serve for up to one academic year.

(k) The holder of a substitute credential is authorized to serve as an athletic coach in the district pursuant to N.J.A.C. 6A:9-5.19(c). The 20-day limitation pursuant to (c) above shall not apply to such coaching situations as coaches may serve for up to one academic year.

(l) A district board of education employing a teacher from another state or another country as an exchange teacher in accord with N.J.A.C. 6A:9-5.15(c) shall request that the county superintendent issue a substitute credential to the exchange teacher pursuant to N.J.A.C. 6A:9-5.15(c). The 20-day limitation shall not apply to the exchange teacher's temporary service.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Rewrote (c).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (d), inserted "instructional" following "period of 60"; recodified (j) and (k) as (k) and (l), added (j); and in (l), inserted "Controversies and Disputes" at the end.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Section was "County substitute credential". Rewrote the section.

6A:9-6.6 Limited certificate for foreign teachers

(a) Pursuant to N.J.S.A. 18A:26-1 and 18A:26-8.1, a limited certificate for foreign teachers is a non-renewable certificate issued to citizens of other countries and is valid for three years. Certificate issuance is contingent upon the candidate's enrollment in a Department-approved international agency and completion of the requirements in (d) below.

(b) Department-approved agencies are authorized to recruit teachers for New Jersey school districts in subject areas that the State Board has determined as having a critical shortage.

(c) Prior to hiring a foreign teacher, the district board of education shall:

1. Demonstrate to the county superintendent its inability to locate a suitable certified teacher;
2. Submit to the county superintendent the candidate's application and supporting documentation; and
3. Maintain all documentation of its effort to employ a suitable certified teacher.

(d) To be eligible for the limited certificate for foreign teachers, a candidate shall submit evidence of the following:

1. Completion of a degree that is equivalent to a United States bachelor's degree as determined by a Department-approved foreign credentials evaluation service;
2. Completion of an academic major in the subject to be taught. Candidates hired to teach world languages are exempt from this requirement. The teacher may teach his or her native language upon demonstration of oral language proficiency as certified by the agency;
3. Achievement of the GPA pursuant to N.J.A.C. 6A:9-8.1(a)2;
4. Completion of the Department-identified State test requirement appropriate to the subject to be taught within the first six months of employment. Except for those teachers who teach advanced level world language courses, world language teachers are exempt from this requirement;
5. Completion of a college teacher preparation program in the teacher's home country as certified by a Department-approved foreign credentials evaluation service;
6. Certification by the agency verifying the foreign teacher's valid authorization to teach in his or her home country;
7. Certification by the agency verifying that the teacher has completed a minimum of three years of successful full-time teaching experience in the subject area to be taught. World language teachers must present evidence of three years of successful full-time teaching experience in any subject; and
8. Completion of a Department-approved nationally recognized test assessing the ability to speak, read and write the English language fluently.

(e) A foreign teacher hired prior to January 2003 and employed as of January 20, 2004 in a school district through an approved agency may be issued a limited certificate for foreign teachers without meeting the requirements in (d) above. The certificate shall expire when the certificate holder's visa expires.

(f) The candidate shall sign a notarized non-citizen oath to support the Constitution of the United States.

(g) Agencies seeking to operate foreign teacher placement programs in New Jersey shall obtain Department approval. The agency shall provide the following:

1. Evidence of U.S. State Department authorization to sponsor J-1 visas;
2. A description of the program including orientation materials and procedures, references from other State agencies and demonstration of prior experience in foreign teacher recruitment and placement; and

3. A description of the process by which the agency determines the foreign teacher's U.S. bachelor degree equivalency, college teacher preparation equivalency, authorization to teach, oral language proficiency and successful teaching experience.

(h) Agencies shall provide assistance to districts and foreign teachers with all aspects of the teacher placement process including, but not limited to:

1. Recruitment and screening of qualified foreign teachers;
2. Orientation to prepare foreign teachers for their teaching assignments and daily life in the school community;
3. Orientation for districts to prepare them to host foreign teachers;
4. Enrollment of foreign teachers in a health and accident insurance coverage plan that meets the requirements of the U.S. State Department for obtaining the J-1 visa;
5. Assignment of foreign teachers to instruct within their respective disciplines and provision of an ongoing monitoring and support system;
6. Replacement of any teacher whose performance is not satisfactory as determined by the employing district pursuant to the terms of the contract; and
7. Determination of responsibility for payment of the program costs. The school district, the foreign teacher and the agency shall determine who shall incur the costs of sponsoring the foreign teacher pursuant to a contract signed by all parties. In order to maintain Department approval, the agency shall provide the Department with a current fee schedule outlining anticipated costs for participation in the program.

(i) An agency shall be subject to a review for renewal of its Department approval every three years. If, at any time during the agency's operation in New Jersey, the Department determines that it has failed to meet the outlined criteria, upon Department notification, the agency shall cease operations in the State.

(j) A limited certificate for foreign teachers may be revoked or suspended in accord with N.J.A.C. 6A:9-17.5.

SUBCHAPTER 7. QUALIFYING ACADEMIC CREDENTIALS

6A:9-7.1 Definition; procedure

(a) "Qualifying Academic Certificate" (QAC) means a certificate issued by the Commissioner of Education to applicants for mortuary science and chiropractic licenses. The QAC is issued to those individuals regulated by licensing

authorities under the supervision of the New Jersey Division of Consumer Affairs, and certifies that the applicants have completed their preliminary academic education.

(b) Applicants for the QAC shall submit official transcripts to the Commissioner of Education as evidence they have completed the preliminary academic education required for the issuance of the certificate.

(c) In accord with N.J.A.C. 6A:9-5.4(b), applicants for the QAC shall submit a certified check or money order payable to the Commissioner of Education with their application.

6A:9-7.2 Requirements

Each applicant for a mortuary science or chiropractic license shall satisfy preliminary academic education criteria as required by the respective licensing authorities under the supervision of the New Jersey Division of Consumer Affairs.

SUBCHAPTER 8. REQUIREMENTS FOR INSTRUCTIONAL CERTIFICATE

6A:9-8.1 Requirements for certificates of eligibility

(a) Except as indicated in N.J.A.C. 6A:9-11, to be eligible for a CE in instructional areas, the candidate shall:

1. Hold a bachelor's or an advanced degree from a regionally accredited college or university;

2. Achieve a cumulative GPA of at least 2.50 when a GPA of 4.00 equals an A grade for students graduating before September 1, 2004 in a baccalaureate degree program, higher degree program or a state-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits; for students graduating on or after September 1, 2004, achieve a cumulative GPA of at least 2.75 when a GPA of 4.00 equals an A grade in a baccalaureate degree program, higher degree program or in a state-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits. Candidates whose college transcripts demonstrate that they have completed all requirements for graduation prior to September 1, 2004, but whose baccalaureate or higher degree was conferred between September 1, 2004 and December 31, 2004, shall be deemed to have graduated prior to September 1, 2004;

3. For subject area endorsements, complete a major in the subject area or at least 30 credits in a coherent sequence of courses appropriate to the instructional area. At least 12 semester-hour credits must be at the advanced level of study, including the junior, senior or graduate level study. For the elementary school endorsement, complete a liberal arts, science, dual content or interdisciplinary academic major or a minimum of 60 semester hour credits in liberal arts and/or science.

i. All coursework must appear on the transcript of a regionally accredited four-year college or university;

4. Pass the appropriate State test of subject matter knowledge; and

5. Pass an examination in physiology, hygiene and substance abuse issues pursuant to N.J.A.C. 6A:9-5.9.

(b) Except as indicated in N.J.A.C. 6A:9-11, to be eligible for a CEAS in instructional fields, the candidate shall meet the requirements in (a) above and complete one of the following programs of teacher preparation:

1. A New Jersey college program, graduate or undergraduate, approved by the Department for the preparation of teachers pursuant to N.J.A.C. 6A:9-10;

2. A college preparation program included in the interstate certification reciprocity system of NASDTEC;

3. An out-of-State teacher education program approved by NCATE, TEAC or any other national professional education accreditation body recognized by the Council on Higher Education Accreditation approved by the Commissioner;

4. A teacher education program approved for certification by the Department in one of the states party to the NASDTEC Interstate Contract, provided the program was completed on or after January 1, 1964 and the state in which the program is located would issue the candidate a comparable endorsement; or

5. An out-of-State college teacher education program approved by the state department of education in which the program is located.

(c) The teacher preparation programs listed in (b)1 through 5 above must culminate in college supervised student teaching.

(d) A candidate who graduates on or after September 1, 2004 with a GPA that is below 2.75, but at least 2.50 when a GPA of 4.00 equals an A grade, and whose score in the appropriate State test of subject matter knowledge exceeds the passing score by 10 percent or more will meet the requirements of (a)2 and 4 above. This alternative requirement to (a)2 and 4 above should not be construed as a waiver to N.J.A.C. 6A:9-17.16.

(e) A candidate with a GPA that is 3.50 or higher, when a GPA of 4.00 equals an A grade, but whose score in the appropriate State test of subject matter knowledge falls below the passing score by no more than five percent will meet the requirements of (a)2 and 4 above. This alternative requirement to (a)2 and 4 above should not be construed as a waiver to N.J.A.C. 6A:9-17.16.

(f) A candidate who has graduated from a regionally accredited college or university that does not award grades

and does not calculate GPAs shall be exempt from the requirements in (a)2 above.

1. Upon application, the candidate shall provide the Office with an original registrar's letter from the college or university bearing the college or university seal and clarifying the institution's policy regarding GPAs.

2. The candidate shall satisfy all other requirements for certification, without exception.

(g) The candidate who meets the requirements in (a) above, was matriculated and enrolled in classes in an elementary school teacher preparation program that meets the requirements outlined in (b) above no later than spring semester 2005 and completes the program by September 1, 2007 shall be issued the elementary school endorsement that is valid in grades preschool through eight.

1. The candidate in (g) above shall apply to the Office no later than March 1, 2008.

2. A candidate who meets the requirements in this subsection, but applies after March 1, 2008, shall be issued the elementary school endorsement that is valid in grades kindergarten through five.

Amended by R.2004 d.416, effective November 1, 2004.

See: 36 N.J.R. 3237(a), 36 N.J.R. 4927(b).

Added (d) and (e).

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a)3, added the second sentence in the introductory paragraph and added i.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Made two stylistic changes in (a)2; deleted "who graduates on or after September 1, 2004"; and added (f) and (g).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)2, inserted the last sentence; and in (a)3, inserted "a major in the subject area or".

6A:9-8.2 Requirements for the provisional certificate

(a) Except as indicated in N.J.A.C. 6A:9-11, to be eligible for a provisional certificate, a candidate shall:

1. Hold a CE or CEAS in the endorsement area required for the teaching assignment;

2. Obtain and accept an offer of employment in a position that requires instructional certification; and

3. Be registered in a State-approved district training program upon employment and in accordance with N.J.A.C. 6A:9-8.3.

(b) The effective date of provisional certificate issuance is the date on which the holder of a CE or CEAS begins employment with the district board of education in a certificated position in accordance with N.J.S.A. 18A:26-2 and 18A:27-4a.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)1, deleted "and" from the end; in (a)2, substituted "; and" for the period at the end; and added (a)3 and (b).

6A:9-8.3 Requirements for State-approved district training programs

(a) Each district board of education shall be authorized to employ a holder of a CE or CEAS after its mentoring plan has been approved pursuant to N.J.A.C. 6A:9-8.4(d)3.

(b) Each State-approved district training program shall provide essential knowledge and skills through the following training:

1. A clinical experience of 20 days or 90 hours duration or its equivalent shall be provided to a novice teacher who holds a CE. This experience shall be provided by in-district personnel as described and approved in the school district's local mentor plan and may be in joint sponsorship with other educational entities. The clinical experience shall prepare the novice teacher with the skills and knowledge to succeed in the initial teaching experience and in preparation for the novice teacher to take full responsibility for a classroom. This clinical experience shall provide high quality professional support and instruction in those essential areas of professional study pursuant to N.J.A.C. 6A:9-3.3. This requirement shall not apply to provisional teachers who hold a CEAS pursuant to N.J.A.C. 6A:9-8.1(b) or provisional teachers who hold a CE and have completed a Department-approved pre-service clinical experience.

2. On-going mentoring of the provisional teacher shall take place over a period of 30 weeks or proportionally longer if the provisional teacher holds a part-time teaching position in accordance with the local mentor plan pursuant to N.J.A.C. 6A:9-8.4 and in accordance with the Professional Standards for Teachers.

3. The building principal or an appropriately certified school administrative designee shall observe and formally evaluate the provisional teacher in accordance with N.J.A.C. 6A:9-8.6 and 8.7.

4. A minimum of 200 hours of formal instruction in professional education aligned with the Professional Standards for Teachers shall be completed by the provisional teacher concurrently with the requirements of (b)1 through 3 above. This requirement shall not apply to provisional teachers who hold a CEAS pursuant to N.J.A.C. 6A:9-8.1(b).

(c) Districts or consortia of districts, in conjunction with a college or university, shall provide formal instruction to the provisional teachers they employ pursuant to (b)4 above. The district or consortium shall submit a written plan for the Department's approval. In the event that joint sponsorship with a college or university cannot be achieved, the Department may authorize the district or consortium to provide the formal instruction independently or in joint sponsorship with a non-collegiate entity. The district or consortium's written

plan shall include documentation of its efforts to secure college or university participation.

(d) Districts unable to provide formal instruction to provisional teachers in their employ shall provide access to formal instruction through a network of Department-authorized providers.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Rewrote the first, second and last sentences in (b)1.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a), substituted "holder of a CE or CEAS" for "provisional teacher"; in (b)1, inserted "or 90 hours", substituted "in preparation for" for "shall take place prior to the time at which", "to take" for "takes" and "professional support and instruction" for "pre-professional support, instruction and clinical experiences and study"; in (b)2, inserted "or proportionally longer if the provisional teacher holds a part-time teaching position"; in (b)3, substituted "administrative designee" for "administrator"; in (b)4, substituted "A minimum of" for "Approximately" and updated the N.J.A.C. reference; in (d), substituted "providers" for "regional training centers"; and deleted (e).

6A:9-8.4 Requirements for local mentor plan

(a) All novice teachers are required to participate in a mentoring program that takes place over a period of 30 weeks for provisional teachers holding a CEAS and 34 weeks for provisional teachers holding a CE. Provisional teachers shall participate for a proportionally longer period of time if in a part-time teaching position. The mentoring program shall be implemented by the mentor teacher, supervised by the school principal and conducted within the parameters of a school district's local mentor plan and the requirements of N.J.A.C. 6A:9-8.3.

1. In the event that no State funds are available to pay the costs of mentoring fees, candidates who are required to complete a provisional year of teaching in order to obtain standard certification shall be responsible for payment of mentoring fees during the provisional year. The employing district may at its discretion pay the cost of mentoring fees.

2. All novice teachers whose positions require possession of instructional certificates in accordance with N.J.S.A. 18A:26-2 and N.J.A.C. 6A:9-5.1(a) shall comply with the requirements of the local mentoring plan.

(b) All district boards of education that employ novice teachers in positions requiring the possession of instructional certificates shall comply with the provisions of this subchapter and shall ensure the following:

1. That rigorous mentoring shall be provided to novice teachers by developing a local mentor plan in which experienced teachers give confidential support and guidance to novice teachers in accordance with the Professional Standards for Teachers;

2. That each novice teacher is assigned a mentor at the beginning of the contracted teaching assignment;

3. That the local mentor plan includes in-person contact between the mentor teacher and the novice teacher over the

course of 30 weeks or proportionally longer if the novice teacher holds a part-time teaching assignment;

4. That the local Professional Development Committee established pursuant to N.J.A.C. 6A:9-15.3(d) develops a local mentor plan; and

5. That the district board of education shall report annually the implementation of the local mentor plan in its Quality Assurance Annual Report pursuant to N.J.A.C. 6:8-2.1.

(c) The local Professional Development Committee shall ensure the development of a local mentor plan as follows:

1. The local Professional Development Committee in each district board of education shall develop a local mentor plan that includes:

i. Goals that at a minimum enhance teacher knowledge of and strategies related to the CCCS in order to facilitate student achievement; identify exemplary teaching skills and educational practices necessary to acquire and maintain excellence in teaching; and assist novice teachers in the performance of their duties and adjustment to the challenges of teaching;

ii. An application process for selecting mentor teachers;

iii. Criteria for mentor teacher selection;

iv. Provisions for comprehensive mentor training;

v. Identification of mentor teacher responsibilities;

vi. Logistics for mentor plan implementation;

vii. Consideration of collaborative arrangements with colleges and universities;

viii. Provisions for the use of State funds; and

ix. An addendum with criteria and guidelines for the 20-day clinical experience pursuant to N.J.A.C. 6A:9-8.3(b)1.

2. The local Professional Development Committee shall submit the local mentor plan to the district board of education for initial approval.

3. The local professional development committee shall submit the addendum for the 20-day clinical experience pursuant to N.J.A.C. 6A:9-8.3(b)1 to the district board of education for initial approval and to the county superintendent for final approval.

4. After plan review, the district board of education shall submit the plan to the county superintendent for final review and approval. The county superintendent shall notify the Department of plan approval.

5. Every three years, the local mentor plan shall be revised and resubmitted to the county superintendent based on program evaluation.

(d) The district board of education shall be responsible for the implementation of the local mentor plan through the following:

1. The plan shall provide criteria for selection of mentor teachers. At a minimum, the criteria shall include the following:

i. The district board of education may select a certified teacher with at least three years of experience who is actively teaching in the district to serve as a mentor teacher;

ii. The mentor teacher applicant is committed to the goals of the local mentor plan;

iii. The mentor teacher applicant has agreed to maintain the confidential nature of the mentor teacher/novice teacher relationship;

iv. The mentor teacher applicant has demonstrated exemplary command of content area knowledge and of pedagogy;

v. The mentor teacher applicant is experienced and certified in the subject area in which the novice teacher is teaching, where possible;

vi. The mentor teacher applicant is knowledgeable about the social and workplace norms of the district board of education and the community the district board of education serves;

vii. The mentor teacher applicant is knowledgeable about the resources and opportunities in the district and able to act as a referral source to the novice teacher;

viii. The mentor teacher applicant provides letters of recommendation as determined by the district mentor plan from those who are familiar with the mentor teacher applicant's work; and

ix. The mentor teacher applicant agrees to complete a comprehensive mentor training program.

2. Annually, the district board of education shall submit a report on the effectiveness of the local mentor plan to the Department. The report, using data collected on a Department-developed form, shall include program impact on job satisfaction, adequacy of time and training and recommended program changes and additions.

3. District boards of education shall align the mentor plan with the Professional Standards for Teachers no later than September 1, 2004.

(e) District boards of education shall be responsible for budgeting any State funds appropriated for the novice teacher mentoring program.

1. Subject to the availability of funds, the Department shall appropriate State funds based on the number of

novice teachers employed each year in a given public district board of education.

2. District boards of education shall ensure that State funds appropriated for this program shall supplement, and not supplant, any Federal, State or local funds already devoted to planning and implementing a novice teacher mentor program.

3. District boards of education shall ensure that State funds shall be used for one or more of the following:

i. Stipends for mentor teachers;

ii. The costs associated with release time;

iii. Substitutes for mentor teachers and novice teachers; and

iv. Professional development and training activities related to the program.

Amended by R.2004 d.306, effective August 2, 2004.

See: 36 N.J.R. 1636(a), 36 N.J.R. 3526(a).

Rewrote (a); in (d), added (1) in 1i, substituted "The mentor teacher applicant" for "The teacher" at the beginning of ii through ix.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Rewrote (a); substituted "rigorous mentoring shall be" for "rigorous one-year mentoring is" in (b)1; added (c)1ix and made related stylistic changes; recodified (c)3 as (c)4, added (c)3; deleted "or retired teacher or administrator" in (d)1i; and deleted (d)1i(1).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In the introductory paragraph of (a), inserted the second sentence; added new (b)2; recodified former (b)2 through (b)4 as (b)3 through (b)5; in (b)3, inserted "over the course of 30 weeks or proportionally longer if the novice teacher holds a part-time teaching assignment"; in (c)2, inserted "initial"; rewrote (c)4; and added (c)5.

6A:9-8.5 Requirements for nonpublic school training programs

(a) Nonpublic schools may choose to participate in the training provided for first-year novice teachers pursuant to N.J.A.C. 6A:9-8.3 if they meet the following requirements:

1. Prior to enrolling any candidate in a teacher training program, the individual with the authority to execute binding documents on behalf of the nonpublic school shall enter into a written agreement with the Department agreeing to comply with all requirements pursuant to N.J.A.C. 6A:9-8.4(b) and (d);

2. A teacher on staff in a non-administrative, non-supervisory capacity who holds a standard New Jersey instructional certificate shall be assigned as mentor;

3. The school is accredited by an accrediting agency accepted by the Department; and

4. The candidate is employed as a classroom teacher in a position that would require an appropriate instructional certificate in a public school.

6A:9-8.6 Evaluation of provisional teachers

(a) An appropriately certified building principal or administrative designee authorized to supervise instructional staff shall observe and evaluate the provisional teacher three times during the first year of mentoring for purposes of certification. All performance evaluations shall be aligned with the Professional Standards for Teachers as defined in N.J.A.C. 6A:9-3.3 and reported on State-developed forms.

1. The first formative evaluation shall be completed at the end of 10 weeks, or proportionally longer if the teacher is part-time, after the provisional teacher assumes full responsibility of a classroom.

2. The second formative evaluation shall be completed at the end of 20 weeks, or proportionally longer for part-time teachers, after the provisional teacher assumes full responsibility of a classroom.

3. The final summative evaluation shall be completed at the end of 30 weeks, or proportionally longer for part-time teachers, after the provisional teacher assumes full responsibility of a classroom. This final, summative evaluation shall be completed by the building principal who shall make one of three recommendations for certification pursuant to N.J.A.C. 6A:9-8.7(b).

(b) Within 15 days following each evaluation, the evaluator pursuant to (a) above shall provide a copy of the evaluation to the provisional teacher.

(c) Mentor teachers shall not assess or evaluate the performance of provisional teachers. Interactions between provisional teachers and experienced mentor teachers are formative in nature and considered a matter of professional privilege. Mentor teachers shall not be compelled to offer testimony on the performance of provisional teachers.

6A:9-8.7 Recommendation for certification of provisional teachers

(a) Within 30 days after the conclusion of the State-approved district training program, the building principal shall submit the final evaluation directly to the Secretary that shall contain a recommendation regarding standard certification for each provisional teacher.

(b) The final evaluation for each provisional teacher shall include one of the following recommendations:

1. Approved: Recommends issuance of a standard certificate;

2. Insufficient: Recommends that a standard certificate not be issued but that the candidate be permitted to seek entry on one more occasion into a State-approved district training program. A second rating of "insufficient" shall be deemed a "disapproved" in accord with (b)3 below; or

3. Disapproved: Recommends that a standard certificate not be issued and that the candidate not be allowed to enter into another State-approved district training program.

(c) Candidates who receive a recommendation of "disapproved" or two recommendations of "insufficient" may petition the Board of Examiners for approval of additional opportunities to seek provisional employment in districts other than those in which they received unfavorable recommendations pursuant to N.J.A.C. 6A:9-17.18.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Added the last sentence to (b)2.

6A:9-8.8 Requirements for the standard certificate

(a) Except as indicated in N.J.A.C. 6A:9-11, to be eligible for the standard certificate in any instructional area, the candidate shall:

1. Possess a provisional certificate pursuant to N.J.A.C. 6A:9-8.2; and

2. Successfully complete a State-approved district training program pursuant to N.J.A.C. 6A:9-8.3 and 8.4 while employed provisionally in a position requiring the appropriate instructional certificate.

(b) A candidate who holds a standard New Jersey instructional certificate shall be eligible for additional standard certificates if the candidate meets the requirements of N.J.A.C. 6A:9-8.1(a)1, 3 and 4 and 8.3(b)4. This provision does not apply to holders of the Teacher of Military Science endorsement.

(c) A candidate who has completed the requirements pursuant to N.J.A.C. 6A:9-8.1(b) and at least one year of appropriate teaching experience under a valid out-of-State license or certificate shall be eligible for a standard certificate upon completion of the test requirement. The out-of-State license or certificate shall be the equivalent of a New Jersey provisional or standard certificate.

(d) For a candidate who has completed the requirements pursuant to N.J.A.C. 6A:9-8.1(b) but has not met the GPA requirements pursuant to N.J.A.C. 6A:9-8.1(a)2, three years of successful teaching experience under a valid out-of-State certificate is necessary. Successful teaching experience will be demonstrated by the offer of contract renewal from the employing district or submission of satisfactory performance evaluations. The out-of-State license or certificate shall be the equivalent of a New Jersey provisional or standard certificate.

(e) A candidate who holds National Board for Professional Teacher Standards (NBPTS) certification and the corresponding out-of-State license or out-of-State certificate shall be eligible for the standard certificate in the NBPTS certificate field without additional requirements.

(f) A candidate who holds the Meritorious New Teacher Candidate (MNTC) designation and the corresponding out-of-

State license or certificate shall be eligible for the standard certification in the MNTC designated field without additional requirements. The MNTC designation, offered through the American Association of Colleges for Teacher Education (AACTE), is designed to recognize and reward exceptionally well-prepared new teachers. Similar to National Board Certification, this designation is one of professional accomplishment for prospective teachers who excelled at every phase of preparation and demonstrated a deep commitment to high expectations for all children.

(g) A candidate who presents official evidence of the following requirements shall be eligible for a standard certificate:

1. Completion of requirements pursuant to N.J.A.C. 6A:9-8.1(a);
2. Completion of at least one year of appropriate, successful teaching experience under a valid out-of-State license or certificate;
3. Completion of an out-of-State non-traditional or alternate route teacher preparation program that is determined by the Department to be comparable to the State's school-based training and evaluation program provided to all New Jersey novice teachers; and
4. A valid standard certificate from the state in which (f)3 above was completed.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (b), inserted "and 8.3(b)4" at the end of first sentence and rewrote the second sentence; in (c), deleted the last two sentences; recodified (d) and (e) as (e) and (f), added (d), and changed internal reference.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (c) and (d), inserted the last sentence; added new (f); and recodified former (f) as (g).

SUBCHAPTER 9. INSTRUCTIONAL CERTIFICATES

6A:9-9.1 Authorizations—general

(a) Each teaching endorsement is required for the corresponding teaching assignment.

1. Each endorsement is valid for grades preschool through 12, with the following exceptions:
 - i. The elementary school teacher endorsement is valid in grades kindergarten through five;
 - ii. The elementary school teacher with subject matter specialization endorsement is valid in grades five through eight; and

iii. The Preschool through Grade three endorsement is valid in preschool through grade three.

2. Teachers with English endorsements, who taught reading prior to February 1976, may continue to teach in the same assignment. Certified teachers employed by school districts using a whole school reform model pursuant to N.J.A.C. 6A:24-4 are authorized to teach reading in accord with the specifications of the model.

3. Teachers with elementary school endorsements that are valid in grades nursery through eight issued no later than March 1, 2008 may teach in grades nursery through eight in any employing school district. These teachers must demonstrate to the school district that they have content knowledge appropriate to the subject(s) taught. All elementary school teachers certified to teach in grades kindergarten through five after January 20, 2004 and hired to teach in grades six through eight must hold either the elementary school with subject matter specialization or the subject matter endorsement.

4. Teachers holding the teacher of the blind or partially sighted, teacher of the deaf or hard of hearing and/or the teacher of handicapped endorsements issued prior to September 1, 2008 may teach students with disabilities in grades preschool through grade 12 if they can demonstrate to the district content knowledge appropriate to the content and the content level to be taught.

5. Teachers holding endorsements that are no longer issued as of January 20, 2004 may continue to teach in the subject areas in which the teacher was authorized to teach under the former rules.

6. Holders of vocational-technical instructional endorsements issued prior to January 20, 2004 remain valid. These teachers are authorized to teach in the occupations for which they hold endorsements. A crosswalk of these former certificates that identifies under which of the new career clusters the teacher's certificate falls is available in the Office.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), rewrote 3 and substituted "issued prior to September 1, 2008 may teach students" for "issued prior to January 20, 2004 may continue to teach students" in 4.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Rewrote (a)1i; recodified (a)1ii. as (a)1iii.; added (a)1ii; made a stylistic change in (a)1iii.; in (a)3, substituted "no later than March 1, 2008" for "prior to September 1, 2007" and inserted "school" before "district" two times; and rewrote (a)4.

6A:9-9.2 Endorsements and authorizations

(a) The teaching endorsements and authorizations in (a)1 through 9 below are grouped within the relevant CCCS.

1. Visual and performing arts:

i. Art: This endorsement authorizes the holder to teach art in all public schools with the exception of approved vocational programs;

ii. Dance: This endorsement authorizes the holder to teach dance in all public schools with the exception of approved vocational programs;

iii. Music: This endorsement authorizes the holder to teach vocal and instrumental music and related theory in all public schools;

iv. Speech arts and dramatics: This endorsement authorizes the holder to teach speech arts and dramatics in all public schools with the exception of approved vocational programs; and

v. Theater: This endorsement authorizes the holder to teach theater in all public schools with the exception of approved vocational programs.

2. Comprehensive health and physical education:

i. Health education: This endorsement authorizes the holder to teach health education in all public schools;

ii. Health and physical education: This endorsement authorizes the holder to teach health and physical education in all public schools;

iii. Physical education: This endorsement authorizes the holder to teach physical education in all public schools; and

iv. Swimming and water safety instructor: This endorsement authorizes the holder to teach swimming, diving and water safety in all public schools.

3. Language arts literacy:

i. English: This endorsement authorizes the holder to teach English in all public schools;

ii. English as a Second Language: This endorsement authorizes the holder to teach English as a second language in all public schools; and

iii. Reading: This endorsement authorizes the holder to teach reading in all public schools.

4. Mathematics:

i. Mathematics: This endorsement authorizes the holder to teach mathematics in all public schools.

5. Science:

i. Biological science: This endorsement authorizes the holder to teach biological, environmental and general

science in all public schools. Biological science includes botany, anatomy and physiology, zoology and biology;

ii. Chemistry: This endorsement authorizes the holder to teach chemistry, environmental and general science in all public schools;

iii. Earth science: This endorsement authorizes the holder to teach earth, environmental and general science in all public schools. Earth science includes astronomy, geology, meteorology, oceanography, physical geography and space science;

iv. Physical science: This endorsement authorizes the holder to teach physical, environmental and general science in all public schools. Physical science includes physics, chemistry, and earth and space sciences other than geography; and

v. Physics: This endorsement authorizes the holder to teach physics, environmental and general science in all public schools.

6. Social studies:

i. Psychology: This endorsement authorizes the holder to teach psychology in all public schools; and

ii. Social studies: This endorsement authorizes the holder to teach social studies in all public schools. Social studies includes American history, European history, world history, government, political science, sociology, geography, anthropology and economics.

7. World languages: This endorsement authorizes the holder to teach one of the following designated world languages in all public schools:

i. American Sign Language;

ii. Chinese;

iii. French;

iv. German;

v. Greek;

vi. Hebrew;

vii. Italian;

viii. Japanese;

ix. Latin;

x. Portuguese;

xi. Russian;

xii. Spanish; or

xiii. Other world languages.

8. Technological literacy:

i. Technology education. This endorsement authorizes the holder to teach technology education in all

public schools with the exception of approved vocational programs. Technology education includes content aligned with the CCCS and the Standards for Technology Literacy published by the International Technology Education Association, Copyright 2000, incorporated herein by reference, available at http://www.iteaconnect.org/TAA/Publications/STL/STL_MainPage.htm. Examples of the topics that can be taught under this endorsement include: the nature of technology; technology and society; engineering and technological design; abilities for a technological world; energy and power; information and communication; and transportation, manufacturing and construction technologies.

9. Career education and consumer, family and life skills:

i. Business education/business-related technologies: Endorsements in these content fields authorize the holder to teach business education and business-related technologies in all public schools.

(1) Comprehensive business: This endorsement authorizes the holder to teach accounting, banking and insurance, business computer applications, business law, business communications, business mathematics, economics and finance, entrepreneurship; international business; keyboarding; business management; business organization, marketing; office administration/office systems technology; and exploration in business related careers.

(2) Business: accounting: This endorsement authorizes the holder to teach accounting, book-keeping, finance and investment, business mathematics and exploration of related careers.

(3) Business: finance/economics/law: This endorsement authorizes the holder to teach finance and investment, economics, law, banking and insurance, business mathematics, business communications; business management, business organization and exploration of related careers.

(4) Business: keyboarding and data entry: This endorsement authorizes the holder to teach keyboarding, computer data entry, word processing and exploration of related careers.

(5) Business: computer applications and business-related information technology: This endorsement authorizes the holder to teach business-related software applications, safety and security policies pertaining to computer use, emerging hardware and operating systems, file management, legal issues related to computer use, and exploration of related business occupations.

(6) Business: office administration/office systems technology: This endorsement authorizes the holder to

teach office organization, word processing, speed writing, business communication, office and administrative support practices and procedures, keyboarding, data entry and exploration of related business occupations.

(7) Marketing education: This endorsement authorizes the holder to teach marketing occupations including sales, advertising and retailing, global marketing, entrepreneurship and exploration of related business occupations.

ii. Family and consumer sciences. This endorsement authorizes the holder to teach family and consumer sciences in all public schools.

(1) Comprehensive family and consumer sciences: This endorsement authorizes the holder to teach family and consumer sciences. Family and consumer sciences includes: family economics and resource management; family relations and human development including child care and development and parenting education; housing and environment including interior design; nutrition, health and food management and preparation; textiles and apparel design, construction and merchandising; and exploration in family and consumer sciences related occupations.

(2) Family and consumer sciences: Child and family development: This endorsement authorizes the holder to teach family relations and human development including parenting education and child care and development and operating a nursery school in a high school classroom environment, developing skills needed to deal with crisis in families, handling children with special needs, managing family economics and resources, and provide career related instruction.

(3) Family and consumer sciences: Foods, nutrition and food science: This endorsement authorizes the holder to teach nutrition, individual and family food preparation, food science, managing time and resources related to food preparation, and exploration of careers in foods and nutrition related occupations.

(4) Family and consumer sciences: Apparel, textiles and interiors: This endorsement authorizes the holder to teach textiles and apparel design, construction and merchandising, interior design; managing time and resources related to apparel construction and interior design; and exploration of careers in apparel, textiles, and interior design.

iii. Career cluster endorsements: These endorsements authorize the holder to teach subjects grouped within one of the following careers clusters in all public schools in accord with (c) below:

- (1) Agriculture, food and natural resources;
- (2) Architecture and construction;
- (3) Arts, audio/video technology and communications;
- (4) Business, management and administrative services;
- (5) Education and training;
- (6) Finance;
- (7) Government and public administration;
- (8) Health science;
- (9) Hospitality and tourism;
- (10) Human services;
- (11) Information technology;
- (12) Law, public safety and security;
- (13) Manufacturing;
- (14) Marketing, sales and service;
- (15) Science, technology, engineering and mathematics; and
- (16) Transportation.

iv. Driver education: This endorsement authorizes the holder to teach driver education in all public schools.

v. Industrial arts. This endorsement authorizes the holder to teach industrial arts in all public schools. Industrial arts includes graphic arts, drafting, wood-working, metal working and power mechanics.

(b) The teaching endorsements below authorize the holder to teach specific populations, subjects, ages and/or grade levels:

1. Bilingual/bicultural education: This endorsement authorizes the holder to teach bilingual/bicultural education in all public schools.

2. Elementary school: This endorsement authorizes the holder to:

- i. Serve as an elementary school teacher in grades kindergarten through 5 in all public schools;
- ii. Teach language arts literacy, mathematics, science and social studies full-time in grades kindergarten through five;
- iii. Teach world languages full-time in grades kindergarten through five pursuant to N.J.A.C. 6A:9-11.10;
- iv. Teach all remaining subjects no more than one-half of the daily instructional assignment; and

v. Teach reading, writing, arithmetic, and spelling, for basic skills purposes only, in grades six through 12.

3. Elementary school with subject matter specialization: This endorsement authorizes the holder to:

i. Teach the specialty subjects on the face of the certificate full-time in grades five through eight in all public schools. This endorsement does not permit the holder to teach the subject matter specialization in grades nine through 12;

ii. Teach all CCCS subjects in grades K through 5 pursuant to (b)2 above; and

iii. Teach reading, writing, arithmetic and spelling, for basic skills purposes only, in grades 6 through 12.

4. Preschool through grade three: This endorsement authorizes the holder to:

i. Teach preschool through grade three in public schools and to teach public school students in approved settings providing early childhood education;

ii. Teach language arts literacy, mathematics, science and social studies full-time in grades preschool through three;

iii. Teach world languages full-time in grades preschool through three pursuant to N.J.A.C. 6A:9-11.10; and

iv. Teach all remaining subjects in grades preschool through three no more than one-half of the daily instructional assignment.

5. Special education: These endorsements authorize the holder to teach special education to one of the designated populations listed in (b)5i through iv below. In addition to the content area(s) or grade level(s) that the teachers' content and/or grade level endorsements authorize, the holder of a special education endorsement also may provide consultative services and supportive resource programs including modification and adaptation of curriculum and instruction to students with disabilities in general education programs in grades preschool through 12.

i. Blind or visually impaired: This endorsement authorizes the holder to teach blind or visually impaired students;

ii. Deaf or hard of hearing for oral/aural communication: This endorsement authorizes the holder to teach deaf or hard of hearing students using oral/aural communication strategies;

iii. Deaf or hard of hearing for sign language communication: This endorsement authorizes the holder to teach deaf or hard of hearing students using sign language communication strategies; and

iv. Students with disabilities: This endorsement authorizes the holder to teach students classified with disabilities with the exception of those identified in (b)5i through iii above.

(c) Teaching endorsements in the career clusters listed below authorize the holder to teach in approved vocational-technical education programs and related courses in all public schools. They are grouped in the 16 career clusters recognized nationally and by the Department. Specific occupational endorsements are available under each career cluster. A list of these endorsements will be developed by the Department in consultation with representatives of affected Statewide organizations. The list will be available from the Office and will be updated as new occupations emerge based on employer demand and as other occupations become obsolete. The holder of a standard vocational-technical education endorsement who has completed the study requirements in N.J.A.C. 6A:9-13.19(b)2i and ii or 13.20(b)2i and ii also is authorized to place and supervise vocational students in school-sponsored cooperative education experiences in the occupation in which the holder is certified as part of an approved vocational-technical education program.

1. Agriculture, food and natural resources: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the production, processing, marketing distribution, financing and development of agricultural commodities and resources including food, fiber, wood products, natural resources, horticulture and other plant and animal products and resources. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

2. Architecture and construction: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the designing, planning, managing, building and maintaining the built environment. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

3. Arts, audio-video technology and communications services: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the designing, producing, exhibiting, performing, writing and publishing multimedia content including visual and performing arts and design, journalism and entertainment services. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

4. Business, management and administration: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, organizing, directing and evaluating business functions essential to efficient and productive business operations. The candidate's authorization is limited to the

area of the candidate's State-approved occupational experience or degree.

5. Education and training: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and provision of education and training services, and related learning support services. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

6. Finance: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to services for financial and investment planning, banking, insurance and business financial management. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

7. Government and public administration: Endorsements in this career cluster authorize the holder to teach students preparing for occupations related to governance, national security, foreign service, revenue and taxation, regulation and management and administration at the local, State and Federal levels. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

8. Health science: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and provision of therapeutic services, diagnostic services, support services and biotechnology research and development. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

9. Hospitality and tourism: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the management, marketing and operations of restaurants and other food services, lodging, attractions, recreation events and travel related services. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

10. Human services: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to families and human needs. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

11. Information technology: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the designing, developing, supporting and managing hardware, software, multimedia and systems integration services. The candidate's authorization is limited to the area of the

candidate's State-approved occupational experience or degree.

12. Law, public safety and security: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and provision of legal, public safety, protective services and homeland security, including professional and technical support services. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

13. Manufacturing: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and performance of materials processing into intermediate or final products and related professional and technical support activities such as production planning and control, maintenance and manufacturing/process engineering. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

14. Marketing, sales and service: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and performance of marketing activities to reach organizational objectives. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

15. Science, technology, engineering and mathematics: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and provision of scientific research and professional and technical services including laboratory and testing services, and research and development services. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

16. Transportation, distribution and logistics: Endorsements in this career cluster authorize the holder to teach students in the preparation for occupations related to the planning, management and movement of people, materials and goods by road, pipeline, air, rail and water and related professional and technical support services such as transportation infrastructure planning and management, logistics services, mobile equipment and facility maintenance. The candidate's authorization is limited to the area of the candidate's State-approved occupational experience or degree.

Amended by R.2004 d.306, effective August 2, 2004.
See: 36 N.J.R. 1636(a), 36 N.J.R. 3526(a).

In (a), inserted "with the exception of approved vocational programs" at the end of 1i, rewrote the first sentence in 8i, added new i and ii and recodified former i and ii as iii and iv in 9.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), inserted "office administration/office systems technology;" in 9i; in (c), added the last sentence.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Rewrote (a)8i; deleted last sentence from (a)9i; added (a)9i(1) through (7), deleted last sentence from (a)9ii; added (a)9ii(1) through (4); added (a)9v; rewrote (b)2ii; recodified (b)2iii as (b)2v, added (b)2iii and iv; made a stylistic change in (b)2v; rewrote (b)4; and added (b)4i-(b)4iv.

SUBCHAPTER 10. STANDARDS FOR NEW JERSEY EDUCATOR PREPARATION PROGRAMS IN HIGHER EDUCATION

6A:9-10.1 Requirements and standards for the approval of professional education programs preparing educational personnel

(a) The Department shall approve teacher and school leader preparation programs in New Jersey institutions of higher education based on the following criteria approved by the State Board:

1. Compliance with State professional standards for teachers and school leaders as established in N.J.A.C. 6A:9-3.3 and 3.4;
2. Accreditation by a national accrediting body recognized by the Council on Higher Education Accreditation and approved by the Commissioner; and
3. Compliance with requirements in (b) below.

(b) Higher education institutions who prepare educators shall ensure that their professional education programs meet the following requirements:

1. Assess teaching candidates based on the New Jersey Professional Standards for Teachers and assess administrator candidates based on the New Jersey Professional Standards for School Leaders;
2. Provide outcome-based data, including:
 - i. Performance of graduates;
 - ii. Numbers of educator candidates prepared in critical shortage areas and from diverse backgrounds; and
 - iii. Placement and retention rates;
3. Use the standards of national specialty organizations in developing programs in each content/specialty area. If national standards are not available, State standards shall be used in developing programs;
4. Provide opportunities to learn the knowledge, skills and dispositions included in the State Professional Standards for Teachers and School Leaders, including clear links between the standards and a coherent set of high-quality experiences; structured opportunities to work with diverse learners; diagnoses of candidate needs and progress tied to individualized developmental experiences; and approaches that are standards-driven;
5. Ensure program quality, including:

- i. Coherence and consistency of delivery over time;
 - ii. Means for continuous program evaluation and quality improvement;
 - iii. Means for continuous assessment of progress of candidates;
 - iv. Close collaboration with clinical settings; and
 - v. Faculty who demonstrate high standards of teaching, reflect on practice and maintain ongoing links to practice settings;
6. Provide needed resources, including:
- i. Evidence of institutional commitment to high quality teaching;
 - ii. Field experiences and internships;
 - iii. High quality personnel;
 - iv. Adequate funding for personnel training, planning and evaluation; and
 - v. Collaboration with schools, follow-up support of graduates and technology; and investments to support candidate access and diversity; and
7. Obtain accreditation through the National Council for the Accreditation of Teacher Education, the Teacher Education Accreditation Council or any other national professional education accreditation body recognized by the Council on Higher Education Accreditation and approved by the Commissioner.
- i. No later than May 1, 2004, institutions of higher education preparing professional educators shall declare to the Department which national accreditation the college or university will be seeking;
 - ii. No later than September 1, 2004, institutions of higher education preparing professional educators shall provide proof to the Department that they have obtained membership in the national accreditation organization.
 - iii. No later than January 15, 2006, institutions of higher education preparing professional educators shall provide the Department with evidence of progress in the national accreditation process;
 - iv. No later than January 2, 2009, institutions of higher education preparing professional educators shall have acquired national accreditation;
 - v. Following the accreditation visitation, but no later than July 1, 2009, institutions of higher education preparing professional educators shall provide proof of their national accreditation recognition status to the Department;
 - vi. Institutions of higher education preparing professional educators that fail to obtain national accreditation

shall forfeit State approval to offer professional educator preparation programs leading to certification; and

vii. The State shall withdraw approval for any institution of higher education preparing professional educators that fails to meet the conditions in (b)7v and vi above.

(c) Formal admission to teacher preparation programs shall be reviewed by colleges and universities at the beginning of the junior year and shall be granted only to those students who have:

1. Maintained a cumulative GPA of at least 2.50 when a grade point of 4.00 equals an A grade for the first two years of college. Institutions may require higher minimum GPAs for entry into teacher preparation programs;

2. Achieved acceptable levels of proficiency in the use of the English language, both oral and written, and mathematics. Students with deficiencies in these areas upon admission to college shall be required to demonstrate proficiency through an oral or written assessment by the beginning of the junior year; and

3. Demonstrated aptitude for the profession of teaching through successful completion of an appropriate practical experience in an elementary or secondary school.

(d) The college or university faculty shall evaluate each student at the end of the semester prior to student teaching. The faculty evaluation shall be based on a comprehensive assessment of relevant indicators that include:

1. A cumulative GPA of at least 2.50 when a grade point of 4.00 equals an A grade; and

2. Acceptable levels of teaching proficiency in junior field experience as indicated by the evaluation reports of college and school faculty. Such evaluations shall be communicated to the student and shall be included in the student's permanent file.

(e) Colleges and universities shall assure that only students who have met the requirements in (d) above be assigned to student teaching.

(f) Colleges and universities shall recommend for certification to the Department only those students who have completed the State approved certification program and have:

1. For students who graduate prior to September 1, 2004, achieved an overall cumulative GPA of at least 2.50 when a grade point of 4.00 equals an A grade; for students graduating on or after September 1, 2004, achieved an overall cumulative GPA of at least 2.75 when a grade point of 4.00 equals an A grade; and

2. Demonstrated continued competence, aptitude, motivation and potential for outstanding success in teaching as indicated by assessments of student teaching performance by college/university and school supervisors. Such assess-

ments shall be communicated to the student and shall be a part of the student's file.

(g) All requirements are to be applied equitably and in a non-discriminatory manner to all students, including transfer students. All admissions and retention processes are to be consistent with State and institutional affirmative action policies and goals.

(h) Colleges and universities shall develop appropriate procedures for placing on probation and dismissing from the program students who fall below minimum requirements before graduation, and shall incorporate into these procedures methods for appeals by students.

(i) Colleges and universities shall make recommendations for issuance of a CEAS for students completing an approved teacher preparation program.

(j) Colleges and universities must inform the Department when a student has successfully completed the approved program and is being recommended to the Department for issuance of the CEAS by the Board of Examiners provided that the student has passed a state test pursuant to N.J.A.C. 6A:9-8.1(a)4. Colleges and universities have up to one year from the date of completion of the approved program to recommend a student to the Department for issuance of a certificate.

(k) Colleges and universities shall align their programs with the Professional Standards for Teachers no later than September 1, 2005.

(l) With the exception of special education approved programs, colleges and universities shall inform the Department of those students that have matriculated in programs approved prior to January 20, 2004. This includes those students that matriculated as juniors in fall 2004 and spring 2005. Those candidates must complete all requirements at N.J.A.C. 6:11-7 by September 1, 2007. Candidates that do not complete all of the requirements at N.J.A.C. 6:11-7 by September 1, 2007 shall fulfill the requirements at N.J.A.C. 6A:9-10.

(m) Colleges and universities shall inform the Department of those students that have matriculated in special education programs approved prior to January 20, 2004. This includes those students that matriculated as freshman in fall 2003. Those candidates that do not complete all of the requirements at N.J.A.C. 6:11-7 by September 1, 2008 shall fulfill the requirements at N.J.A.C. 6A:9-10. These teachers shall be considered novice teachers and shall be required to complete a year of formal mentoring.

(n) Requirements in (c) through (f) above shall be considered minimum requirements. Colleges and universities have the authority to require higher GPAs and higher levels of proficiency for program admission, student teaching and recommendation for certification.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (l), rewrote the first sentence; added (m).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (a), substituted "Department" for "State Board" and added "approved by the State Board" to the end; added the last sentences in (j) and (m); and added (n).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)1, deleted "and" from the end; in (a)2, substituted "; and" for a period at the end; and added (a)3.

6A:9-10.2 Curriculum for teacher preparation programs

(a) The preparation program for all instructional certificates shall include the provisions in (a)1 through 5 below. In addition, those candidates seeking the preschool through grade three endorsement shall comply with the requirements in (b) below, and candidates seeking special education endorsements shall comply with requirements in (c), (d), (e) or (f) below.

1. A minimum of 60 semester credit hours of general education including electives. General education courses shall be distributed among the arts, humanities, mathematics, science, technology and the social sciences. There must be some study in each area. Study in technology may include topics such as computer literacy, the history of technology and the sociological impact of technological advancement which would contribute to the general technological literacy of students. The purpose of general education is to develop the prospective teacher as an educated person rather than to provide professional preparation. This component of the program shall exclude courses that are clearly professional or vocational-technical in nature;

2. A major in the arts, humanities, social sciences, mathematics, science or technology disciplines;

3. A minimum of 90 credits of the total program distributed among general education and the academic major;

4. A sequence of courses devoted to professional preparation. Study must be devoted to the behavioral/social sciences, the teaching of literacy and numeracy, and educating linguistically diverse and special education students. Some of these areas may be included in the professional or liberal arts components of the program consistent with (a)1 above. The professional component of the undergraduate program shall be aligned with the Professional Standards for Teachers as specified in N.J.A.C. 6A:9-3.3 and shall provide students, normally beginning in the sophomore year, with practical experiences in an elementary, middle or secondary school setting. These opportunities shall increase in intensity and duration as the student advances through the program and culminate with a student teaching experience; and

5. A student teaching experience. This shall be the equivalent of a full-time experience of one semester's duration and shall be included within the professional component. The student teacher shall be under the direct and continuous personal supervision of an appropriately

certified cooperating teacher. A State-approved Master of Arts in Teaching (MAT) program must ensure that its graduates have completed one of the following:

- i. A student teaching experience through the MAT program;
- ii. A student teaching experience through a State-approved teacher preparation program;
- iii. A standard State instructional certificate; or
- iv. One-year of successful teaching experience under a valid out-of-State license or certificate.

(b) The preparation program for the Preschool through Grade 3 endorsement also shall include the following:

1. A minimum of 13 semester hour credits of instruction in areas listed in N.J.A.C. 6A:9-11.1(e). The professional component of the undergraduate program shall, beginning in the sophomore year, provide students with practical experience in a preschool or kindergarten setting and in a first, second or third grade setting. These opportunities shall increase in intensity and duration as the student advances through the program and culminate with an early childhood education student teaching experience; and

2. The student teaching experience shall be in an early childhood education setting.

(c) The preparation program for the Students with Disabilities endorsement also shall include the following:

1. A range of 21 to 27 semester hour credits of instruction in areas listed in N.J.A.C. 6A:9-11.3(e)2. The professional component of the undergraduate program shall, beginning in the sophomore year, provide students with practical experiences in a special education setting. These opportunities shall increase in intensity and duration as the student advances through the program and culminate with a special education student teaching experience; and

2. The student teaching experience shall include a special education component.

(d) The preparation program for the Deaf or Hard of Hearing with Oral/Aural Communication endorsement also shall include the following:

1. A range of 21 to 27 semester hour credits of instruction in areas listed in N.J.A.C. 6A:9-11.3(g)2. The professional component of the undergraduate program shall, beginning in the sophomore year, provide students with practical experiences in a special education setting. These opportunities shall increase in intensity and duration as the student advances through the program and culminate with a special education student teaching experience; and

2. The student teaching experience shall include a special education component.

(e) The preparation program for the Blind or Visually Impaired endorsement also shall include the following:

1. A range of 21 to 27 semester hour credits of instruction in areas listed in N.J.A.C. 6A:9-11.3(f)2. The professional component of the undergraduate program shall, beginning in the sophomore year, provide students with practical experiences in a special education setting. These opportunities shall increase in intensity and duration as the student advances through the program and culminate with a special education student teaching experience; and

2. The student teaching experience shall include a special education component.

(f) The preparation program for the Deaf or Hard of Hearing endorsement with sign language also shall include the following:

1. A range of 21 to 27 semester hour credits of instruction in areas listed in N.J.A.C. 6A:9-11.3(h)2. The professional component of the undergraduate program shall, beginning in the sophomore year, provide students with practical experiences in a special education setting. These opportunities shall increase in intensity and duration as the student advances through the program and culminate with a special education student teaching experience; and

2. The student teaching experience shall include a special education component.

(g) Colleges/universities may develop dual certification programs that incorporate the requirements listed in (a) and either (b), (c), (d), (e), or (f) above. Requirements may be completed through integrated study across the curriculum. When appropriate, coursework may serve to fulfill one or more of the curriculum requirements listed in (a) through (f) above. Candidates shall be certified in the both endorsement areas.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In the introductory paragraph of (a), inserted a comma following "(b) below"; in (a)4, substituted "A sequence of courses" for "No more than 30 semester hour credits of instruction" and inserted ", middle"; in the introductory paragraph of (a)5, inserted the last sentence; and added (a)5i through (a)5iv.

6A:9-10.3 Supervision of practicum students

(a) Collegiate faculty assigned to supervise students shall:

1. Have had experience supervising, consulting or otherwise working in an elementary and/or secondary school in contact with classroom teachers within the previous two years for all instructional certificate programs with the exception of the preschool endorsement; for preschool programs, the supervisor shall have had experience supervising, consulting or otherwise working in an early childhood setting; and

2. Be full-time faculty members or part-time faculty with demonstrated expertise in the field they are supervising.

(b) Collegiate supervisors of student teachers shall be assigned supervisory loads that permit observation of each student once every other week.

(c) District faculty assigned to supervise teacher candidates shall:

1. Be approved by the principal and district office with input from the teacher candidate's preparing institution of higher education;

2. Have a minimum of three years of teaching experience, including one within the district;

3. Possess a standard instructional certificate;

4. Have appropriate certification that coincides with the area of instruction for which the candidate is being prepared; and

5. Be a full-time district faculty member with demonstrated expertise in the field of mentoring/supervision.

(d) District cooperating teachers shall provide continuous supervision and weekly conferences to assist teacher candidates in professional development. For purposes of this subsection, "cooperating teacher" means a practicing certified experienced teacher who is assigned responsibility for the instruction, supervision and assessment of teacher candidates during clinical field experiences.

(e) Institutions of higher education preparing teachers shall make available to the cooperating teachers professional development opportunities and experiences that increase cooperating teachers' expertise in the field.

6A:9-10.4 Post-baccalaureate and graduate-level teacher preparation programs

(a) A teacher preparation program at a post-baccalaureate or graduate-level that leads to a recommendation for a CEAS in instructional fields pursuant to N.J.A.C. 6A:9-8.1 and 11 shall require its students to meet the following requirements:

1. Hold a bachelor's degree from a regionally accredited college or university;

2. For students graduating before September 1, 2004, achieve a 2.50 cumulative GPA where a 4.00 equals an A grade; for students graduating on or after September 1, 2004 achieve a 2.75 cumulative GPA where a 4.00 equals an A grade;

3. Present an undergraduate major or 30 semester hour credits in a coherent sequence of courses in the subject teaching field from a regionally accredited college or university. Candidates completing preschool and elementary school teacher preparation programs must present a major in liberal arts, science, dual content or interdisciplinary

academic majors or 60 semester hour credits in liberal arts or science;

4. Demonstrate continued competence, aptitude, motivation and potential for outstanding success in teaching as indicated by assessments of student teaching performance by college and school supervisors. Such assessments shall be communicated to the student and shall be a part of the student's file; and

5. Complete a student teaching experience in an early childhood, elementary or secondary setting.

SUBCHAPTER 11. EXCEPTIONS TO REQUIREMENTS FOR THE INSTRUCTIONAL CERTIFICATE

6A:9-11.1 Preschool through grade 3 certification requirements

(a) To be eligible for the preschool through grade three CE, the candidate shall:

1. Hold a bachelor's or higher degree from a regionally accredited college or university;

2. For students graduating before September 1, 2004, achieve a cumulative GPA of at least 2.50 when a GPA of 4.00 equals an A grade in a baccalaureate degree program, higher degree program or in a State-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits; for students graduating on or after September 1, 2004, achieve a cumulative GPA of at least 2.75 when a GPA of 4.00 equals an A grade in a baccalaureate degree program, higher degree program or in a State-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits;

3. Complete a liberal arts, science, dual content or interdisciplinary academic major or a minimum of 60 semester hour credits in liberal arts and/or science;

4. Pass an appropriate State test; and

5. Pass an examination in physiology, hygiene and substance abuse issues pursuant to N.J.A.C. 6A:9-5.9.

(b) To be eligible for the preschool through grade 3 CEAS, a candidate must meet the requirements in (a) above and complete one of the following teacher preparation programs:

1. A New Jersey college program, graduate or undergraduate, approved by the Department for the preparation of early childhood education teachers;

2. A college early childhood education program included in the NASDTEC interstate contract;

3. An out-of-State early childhood education program approved by NCATE;

4. An early childhood education program approved for certification by the state department of education in one of the states party to the NASDTEC Interstate Contract, provided the program was completed on or after January 1, 1964 and the state in which the program is located would issue the candidate a comparable endorsement; or

5. An out-of-State early childhood education program not approved by NASDTEC or NCATE but approved by the state department of education in which the program is located.

(c) For issuance of a provisional certificate, a candidate must:

1. Hold a preschool through grade three CE or CEAS;
2. Obtain and accept an offer of employment in a position that requires preschool through grade three certification; and
3. Be registered in a State-approved district training program upon employment and in accordance with N.J.A.C. 6A:9-8.3.

(d) No person shall be employed under provisional certification for more than a total of four years in a position requiring certification as a teacher of preschool through grade three.

(e) While teaching under a provisional preschool through grade 3 endorsement, the candidate shall participate in a State-approved district training program. The State-approved district training program shall comply with the requirements in N.J.A.C. 6A:9-8.3 except for N.J.A.C. 6A:9-8.3(b)4 and (c).

(f) All candidates seeking a preschool through grade three endorsement shall earn a minimum of 200 hours or 13 semester-hour credits of preschool through grade three pedagogy in the following topics:

1. Child development and learning, including studies designed to foster understanding of the dynamic continuum of development and learning in children from birth through age eight. Required topics are cognitive and linguistic factors that affect learning and development; the creation of a climate that fosters and nurtures diversity and equity for all children, including those who are limited English proficient and those with special needs and which addresses multiple intelligences and diverse learning styles; the integration of play; and language and literacy across the curriculum;
2. Understanding family and community, including studies designed to foster an understanding of the significant roles of families and communities. Required topics are the recognition of children at risk; the establishment of linkages with community resources to support families; the recognition and acceptance of diverse family units, including family participation on the educational team; the

impact of children's homes, communities, health and cultural experiences on development and learning; and comprehension of social, historical, political, legal and philosophical constructs that impact upon children, families and communities; and

3. Curriculum and assessment, including studies designed to foster an understanding of the importance of implementing developmentally appropriate principles and practices. Required topics include the CCCS and early childhood expectations; responsiveness to cultural and linguistic differences with an equitable and individualized focus; activities designed to foster intellectual stimulation through play; implementation of developmentally appropriate techniques of guidance and group management to create a safe classroom environment; and assessment that is multidimensional, ongoing and performance based.

(g) The following are requirements for the standard certificate:

1. Candidates shall possess a provisional certificate pursuant to (c) above and complete a State-approved training program pursuant to (d) above; or

2. Candidates shall complete a State-approved college early childhood teacher preparation program in another state, fulfill the test requirement, and present evidence of a minimum of one year of successful early childhood teaching experience under a valid out-of-State early childhood education certificate/license.

(h) A teacher holding a standard elementary school endorsement with the equivalent of two academic years of full-time experience teaching three and four-year-olds under the certificate may teach children in preschool in a public school or Department of Human Services facility. The teaching experience must be in a position that would require the Preschool through Grade 3 endorsement. It shall be the responsibility of the public school district and Department of Human Services facility to maintain a copy of documentation that supports the preschool teaching experience for each teacher affected by this subsection.

(i) A teacher holding a standard New Jersey nursery school endorsement authorizes the holder to teach in preschool and kindergarten in all public school districts pursuant to N.J.A.C. 6A:9-9.2(b)4.

(j) Except as indicated in N.J.A.C. 6A:9-11.2 and 11.7, holders of other standard instructional teaching certificates may obtain a standard teacher of preschool through grade three endorsement upon completion of the academic and test requirements listed in (a) above and a minimum of 13 semester-hour credits in areas listed in (f) above. Except as indicated in N.J.A.C. 6A:9-11.2 and 11.7, holders of other instructional CEAS's may obtain a teacher of preschool through grade three CEAS upon completion of the academic and test requirements listed in (a) above and a minimum of 13 semester-hour credits in areas listed in (f) above.

(k) Holders of a standard instructional certificate with a preschool through grade three endorsement shall be issued additional instructional endorsements where they meet the requirements at N.J.A.C. 6A:9-8.1(a)1, 3 and 4 and 8.3(b)4.

(l) A candidate who graduates on or after September 1, 2004 with a GPA that is below 2.75, but at least 2.50 when a GPA of 4.00 equals an A grade, and whose score in the appropriate State test of subject matter knowledge exceeds the passing score by 10 percent or more will meet the requirements of (a)2 and 4 above. This alternative requirement to (a)2 and 4 above should not be construed as a waiver to N.J.A.C. 6A:9-17.16.

(m) A candidate who graduates with a GPA that is 3.50 or higher, when a GPA of 4.00 equals an A grade, but whose score in the appropriate State test of subject matter knowledge falls below the passing score by no more than five percent will meet the requirements of (a)2 and 4 above. This alternative requirement to (a)2 and 4 above should not be construed as a waiver to N.J.A.C. 6A:9-17.16.

(n) A candidate who has graduated from a regionally accredited college or university that does not award grades and does not calculate GPAs shall be exempt from the requirements in (a)2 above. Upon application, the candidate shall provide the Office with an original registrar's letter from the college or university bearing the college or university seal and clarifying the institution's policy regarding GPAs. The candidate shall satisfy all other requirements for certification, without exception.

Amended by R.2004 d.416, effective November 1, 2004.
See: 36 N.J.R. 3237(a), 36 N.J.R. 4927(b).

Added (j) and (k).

Amended by R.2005 d.110, effective April 4, 2005.
See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Rewrote (g).

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Recodified (d)-(g) as (e)-(h) and (h)-(k) as (j)-(m); added (d); in (f), substituted "preschool through grade three pedagogy" for "formal instruction"; in (g)2, substituted "early childhood" and "early childhood education" for "preschool"; added (i); in (k), added "at N.J.A.C. 6A:9-8.1(a)1, 3 and 4 and 8.3(b)4" at the end; in (m), deleted "on or after September 1, 2004" following "A candidate who graduates"; and added (n).

Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (c)1, substituted "three" for "3" and deleted "and" from the end; in (c)2, substituted "three" for "3" and ";" and "for a period at the end; added (c)3; and in (j), inserted "standard", substituted "three" for "3" and "(f)" for "(e)" in the first sentence, and inserted the last sentence.

6A:9-11.2 Vocational-technical education certification requirements

(a) Vocational-technical education may be offered in program areas represented by the career clusters recognized nationally and by the Department that currently are:

1. Agriculture, food and natural resources;
2. Architecture and construction;

3. Arts, audio/video technology and communications;
4. Business, management and administrative services;
5. Education and training;
6. Finance;
7. Government and public administration;
8. Health science;
9. Hospitality and tourism;
10. Human services;
11. Information technology;
12. Law, public safety and security;
13. Manufacturing;
14. Marketing, sales and service;
15. Science, technology, engineering and mathematics; and
16. Transportation.

(b) As new technologies and occupations develop, school districts may submit requests for an endorsement under the appropriate career cluster.

(c) Candidates for vocational-technical instructional endorsements must complete the requirements in this subsection.

1. To be eligible for the CE, the candidate shall:

i. For experienced-based endorsements, possess a professional license or a Department-recognized industry certificate in the field, or a college degree in the field, or a journeyperson certificate in the field; or a Military Discharge certificate (DD-214) indicating military qualifications and occupational training received in order to determine the extent of credit to be applied toward certification in the occupational area or a minimum of four years of industry experience directly related to the instructional program. For equivalency purposes, four years of full-time occupational experience will be equivalent to 8,000 hours of employment. Teaching experience in the occupation cannot be used as a substitute for the required four years of occupational experience. The work experience must be acquired within 10 years of the certification application. The employing district shall approve the work experience pursuant to criteria and procedures established by the Department. Candidates shall pass an examination in physiology, hygiene and substance abuse issues pursuant to N.J.A.C. 6A:9-5.9. Candidates who do not hold an associate's or bachelor's degree shall pass a State-adopted test of basic reading, writing and mathematics skills. If the candidate was self-employed, and had four years of appropriate occupational experience within the 10-year time limit, the

following need to be provided as proof of self-employment:

(1) A notarized statement from the candidate's business accountant outlining the total amount of earned income per year;

(2) Evidence of tax returns to include the candidate's tax identification certificate for each year of self-employment within the 10-year time limit; and

(3) A statement from the candidate's business attorney specifying the type of business, whether it was full-time or part-time, and the number of hours per month that the business operated; or

ii. For degree-based endorsements, possess an associate's, bachelor's or higher degree from a regionally accredited college or university with a coherent sequence of courses in the occupational field, meet the required GPA pursuant to N.J.A.C. 6A:9-8.1, pass the required State test, and pass an examination in physiology, hygiene and substance abuse issues pursuant to N.J.A.C. 6A:9-5.9. Applicants who possess an associate's degree must also submit evidence of a minimum of two years of eligible employment pursuant to (c)1i above. The Office staff will determine whether the applicant satisfies the eligibility criteria.

2. To be eligible for the CEAS, the candidate shall:

i. Meet the requirements in (c)1i or ii above; and

ii. Complete a State-approved college teacher preparation program that culminates in student teaching.

3. To be eligible for the provisional certificate, the candidate shall:

i. Hold a CE or CEAS in the endorsement area required for the teaching assignment;

ii. Obtain and accept an offer of employment in a position that requires the relevant vocational endorsement; and

iii. Be registered in a State-approved district training program upon employment and in accordance with N.J.A.C. 6A:9-8.3.

4. While teaching under the provisional certificate, the candidate shall participate in a State-approved district training program. The State-approved district training program shall comply with the requirements of N.J.A.C. 6A:9-8.3.

5. To be eligible for the standard certificate, the candidate shall:

i. Possess a provisional certificate pursuant to N.J.A.C. 6A:9-8.2 and complete a State-approved training program pursuant to N.J.A.C. 6A:9-8.3 and 8.4; or

ii. Complete a State-approved college teacher preparation program in another state, satisfy the relevant New Jersey test requirement and have a minimum of one year of successful teaching experience under a valid out-of-State certificate/license.

(d) Holders of standard instructional certificates with other endorsements, except as indicated in N.J.A.C. 6A:9-11.1 and 11.7, may obtain a vocational-technical endorsement upon completion of the experience requirement or the academic major and test requirement.

(e) Holders of vocational-technical instructional endorsements issued prior to January 20, 2004 remain valid. These teachers are authorized to teach in the occupations for which they hold endorsements. A crosswalk of these former certificates that identifies under which of the new career clusters the teacher's certificate falls is available from the Office.

(f) The Department shall approve regional centers to evaluate occupational experience for candidates who have not been offered employment by a district.

(g) A candidate who graduates on or after September 1, 2004 with a GPA that is below 2.75, but at least 2.50 when a GPA of 4.00 equals an A grade, and whose score in the appropriate State test of subject matter knowledge exceeds the passing score by 10 percent or more will meet the requirements of (c)1ii above. This alternative requirement to (c)1ii above should not be construed as a waiver to N.J.A.C. 6A:9-17.16.

(h) A candidate who graduates with a GPA that is 3.50 or higher, when a GPA of 4.00 equals an A grade, but whose score in the appropriate State test of subject matter knowledge falls below the passing score by no more than five percent will meet the requirements of (c)1ii above. This alternative requirement to (c)1ii above should not be construed as a waiver to N.J.A.C. 6A:9-17.16.

(i) A candidate who has graduated from a regionally accredited college or university that does not award grades and does not calculate GPAs shall be exempt from the requirements in (a)2 above. Upon application, the candidate shall provide the Office with an original registrar's letter from the college or university bearing the college or university seal and clarifying the institution's policy regarding GPAs. The candidate shall satisfy all other requirements for certification, without exception.

Amended by R.2004 d.416, effective November 1, 2004.

See: 36 N.J.R. 3237(a), 36 N.J.R. 4927(b).

Added (g) and (h).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Deleted "on or after September 1, 2004" following "graduates" in (h); and added (i).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote (c)1i; in (c)1ii, substituted "an associate's," for the first occurrence of "a" and inserted the second sentence; in (c)3i, deleted "and" from the end; in (c)3ii, substituted "; and" for a period at the end; and added (c)3iii.

6A:9-11.5 English as a second language

(a) To be eligible for the English as a second language (ESL) CE, the candidate shall:

1. Hold a bachelor's or higher degree from a regionally accredited college or university;
2. For those applicants graduating before September 1, 2004, hold a cumulative GPA of at least 2.50 when a GPA of 4.00 equals an A grade in a baccalaureate degree program, higher degree program or in a State-approved post-baccalaureate certification program with a minimum of 13 semester hour credits; for those applicants who graduate on or after September 1, 2004, achieve a cumulative GPA of at least 2.75 when a GPA of 4.00 equals an A grade in a baccalaureate degree program, higher degree program or in a State-approved post-baccalaureate certification program with a minimum of 13 semester-hour credits;
3. Pass a Department-approved, nationally recognized test of oral and written English language proficiency; and
4. Pass an examination in physiology, hygiene and substance abuse issues pursuant to N.J.A.C. 6A:9-5.9.

(b) To be eligible for the ESL CEAS, the candidate shall complete the requirements in (a) above and a Department-approved college program for the preparation of ESL teachers.

(c) To be eligible for a provisional certificate, the candidate shall:

1. Possess an ESL CE or CEAS;
2. Obtain an offer of employment in a position that requires ESL certification; and
3. Be registered in a State-approved district training program upon employment in accordance with N.J.A.C. 6A:9-8.3.

(d) No person shall be employed under a provisional certificate for more than four years in a position requiring ESL certification.

(e) While teaching under provisional certification, the candidate shall complete:

1. A State-approved training program pursuant to N.J.A.C. 6A:9-8.3 and 8.4 concurrently with or followed by the requirements of (e)2 below. The requirements of N.J.A.C. 6A:9-8.3 and 8.4 shall not apply to holders of standard instructional certificates if previously completed; and
2. A Department-approved college program that includes a range of 15 to 21 credit hours of formal instruction in the topics in (e)2i through vii below. This requirement shall not apply to provisional teachers who hold a CEAS pursuant to N.J.A.C. 6A:9-8.1(b).

- i. The historical and cultural backgrounds of limited English proficient students;
- ii. Linguistics;
- iii. Language acquisition;
- iv. The structure of American English;
- v. Developing literacy skills for the second language learner;
- vi. Methods of teaching ESL including teaching English through content; and
- vii. Theory and practice of teaching ESL.

(f) To be eligible for a standard certificate with an ESL endorsement, the candidate shall:

1. Hold a provisional certificate pursuant to (c) above and complete requirements in (e) above while employed provisionally in a position requiring the ESL endorsement; or
2. Complete a State-approved college ESL preparation program in another state, complete the oral and written language proficiency test in English, and have a minimum of one year of successful teaching experience under a valid out-of-State certificate/license.

(g) With the exception of the military science, preschool through grade 3 and experience-based vocational endorsements, candidates who hold a standard New Jersey instructional certificate shall be issued the standard ESL endorsement upon successful completion of the oral and written language proficiency test in English and a Department-approved college ESL program. A candidate who holds a standard New Jersey preschool through grade 3 or experience-based vocational endorsement shall be eligible for the ESL endorsement if the candidate meets the requirements of N.J.A.C. 6A:9-8.1(a)1 and 8.3(b)4 upon successful completion of the oral and written language proficiency test in English and a Department-approved college ESL program. This provision does not apply to holders of the Teacher of Military Science endorsement.

(h) Those individuals currently teaching under emergency English as a Second Language certification may continue to teach until August 31, 2006.

(i) Candidates in possession of a written evaluation completed by the Office prior to January 20, 2004 will have until August 31, 2006 to complete the requirements set forth in the written evaluation.

Amended by R.2005 d.110, effective April 4, 2005.
See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (g), deleted "with an appropriate endorsement" following "New Jersey instructional certificate" and inserted "successful" preceding "completion of the oral and written language proficiency test"; added (h) and (i).

Amended by R.2006 d.93, effective March 6, 2006.
See: 37 N.J.R. 4107(a), 38 N.J.R. 1317(a).

In (h) and (i), changed the deadline date from January 20, 2006 to August 31, 2006.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Substituted "four" for "five" in (d); and added the last sentence in (g).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)3, substituted "a Department-approved, nationally recognized test of" for "an" and deleted "test" following "proficiency"; in (c)1, deleted "and" from the end; in (c)2, substituted "; and" for a period at the end; added (c)3; and rewrote (e)1 and (e)2.

6A:9-11.6 Driver education

(a) To be eligible for the CEAS or standard certificate with a driver education endorsement, the candidate shall:

1. Hold a CEAS or standard New Jersey instructional certificate;
2. Hold a valid New Jersey or out-of-State driver's license. Candidates shall submit an official driving record/abstract from the state in which they are currently licensed to demonstrate the possession of a valid driver's license;
3. Document three consecutive years of automobile driving experience immediately prior to application by submitting a notarized statement; and
4. Complete a course in driver education at a regionally accredited four-year college or university.

(b) Pursuant to N.J.S.A. 18A:26-2, holders of a driving instructor license issued by the New Jersey Motor Vehicle Commission who do not hold the driver education endorsement issued by the Department may provide only behind-the-wheel driver education in public schools, and shall not provide classroom instruction in driver education.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (b), substituted "New Jersey Motor Vehicle Commission" for "New Jersey Division of Motor Vehicles".

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In the introductory paragraph of (a) and in (a)1, inserted "CEAS or".

6A:9-11.7 Military science

(a) To be eligible for the standard certificate with a military science endorsement, the candidate shall:

1. Document 20 years of military service; and
2. Hold valid certification authorizing employment as a military science instructor from the branch of service in which the candidate served.

(b) To retain this endorsement, the holder must maintain the military employment authorization as set forth in (a)2 above. It is the district's responsibility to ensure that the military science teacher maintains valid military certification pursuant to N.J.A.C. 6A:9-5.1(b).

(c) Holders of this endorsement shall not use it as the basis for obtaining additional endorsements. Holders may obtain

additional endorsements by meeting applicable requirements outlined in this chapter.

6A:9-11.8 Health and physical education

(a) In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a health and physical education endorsement, the candidate shall complete one of the following:

1. A 30-credit coherent sequence of courses in health and a minimum of 15 credits in physical education. The study of individual, dual and team sports must be included in the physical education credits; or
2. A 30-credit coherent sequence of courses in physical education and a minimum of 15 credits in health. The study of individual, dual and team sports must be included in the physical education credits.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), added the second sentences in 1 and 2.

6A:9-11.9 Physical science

(a) In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a physical science endorsement, the candidate shall complete one of the following:

1. A 30-credit coherent sequence of courses in physics and a minimum of 15 credits in chemistry; or
2. A 30-credit coherent sequence of courses in chemistry and a minimum of 15 credits in physics.

6A:9-11.10 World languages

(a) In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a world language endorsement, the candidate shall:

1. Possess linguistic competency in the designated world language as demonstrated on a Department-approved, nationally recognized test of oral language proficiency for spoken language, reading/writing proficiency for classical languages or receptive/expressive proficiency for American Sign Language; and
 2. Complete a minimum of three semester-hour credits in second language acquisition theory and related methodologies offered by a regionally accredited four-year college or university within 12 months of initial assignment. No CEAS or standard world languages certificate shall be issued until this requirement is completed.
- (b) Elementary school teachers, preschool through grade three teachers and nursery school teachers who teach world languages more than half-time and complete the requirements in (a) above shall be authorized to teach world languages in the grade levels authorized by their endorsement. Elementary

school teachers, preschool through grade three teachers and nursery school teachers who teach world languages half-time or less shall be authorized to teach world languages in the grade levels authorized by their endorsement upon demonstrating linguistic competency in the designated world language as demonstrated on a Department-approved, nationally recognized test of oral language proficiency for spoken language or receptive/expressive proficiency for American Sign Language.

(c) A candidate who matriculated and enrolled in classes in a world language teacher preparation program no later than spring semester 2005 that meets the requirements outlined in N.J.A.C. 6A:9-8.1(b) and completes the program by September 1, 2007 shall not be required to complete the linguistic competency requirement outlined in (a)1 above.

1. The candidate shall apply to the Office no later than March 1, 2008.

2. A candidate who meets the requirements in this section but applies to the Office after March 1, 2008 shall be required to complete the linguistic competency requirement.

Amended by R.2005 d.110, effective April 4, 2005.
See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), inserted "within 12 months of initial assignment" following "four-year college or university" in 2; rewrote (b).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Added the last sentence to (a)2; rewrote (b); and added (c).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote (b).

6A:9-11.11 Elementary school with subject matter specialization

(a) To be eligible for the elementary school with subject matter specialization endorsement, the candidate shall:

1. Hold a CE or CEAS with an elementary school endorsement in accord with the requirements of N.J.A.C. 6A:9-8.1 or hold a standard certificate with an elementary school endorsement in accord with the requirements of N.J.A.C. 6A:9-8.8;

2. Complete a course in the characteristics of young adolescents as aligned with Standard Two of the Professional Standards for Teachers, N.J.A.C. 6A:9-3.3(a)2. Holders of the CE must complete this study before issuance of the standard certificate;

3. Complete 15 semester-hours in any one of the following CCCS subject fields:

- i. Language arts literacy;
- ii. Mathematics;
- iii. Science;
- iv. Social studies; or

v. A single world language; and

4. Pass the appropriate State test in the content area.

(b) To be eligible for the CE, CEAS or standard elementary school with subject matter specialization with a world languages endorsement, the candidate shall, in addition to (a) above:

1. Possess linguistic competency in the designated world language as demonstrated on a Department-approved, nationally recognized test of oral language proficiency for spoken language, reading/writing proficiency for classical languages or receptive/expressive proficiency for American Sign Language; and

2. Complete a minimum of three semester-hour credits in second language acquisition theory and related methodologies offered by a regionally accredited four-year college or university within 12 months of initial assignment. No CEAS or standard elementary school with specialization in a world language certificate shall be issued until this requirement is completed.

(c) Holders of this endorsement may be eligible for additional elementary school with subject matter specialization endorsements in the CCCS subject fields identified in (a)3i through v above upon completion of the requirements of (a)3 and 4 above for each area of specialization requested.

Amended by R.2004 d.306, effective August 2, 2004.

See: 36 N.J.R. 1636(a), 36 N.J.R. 3526(a).

Rewrote the section.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)2, substituted "a course" for the first occurrence of "study"; added new (b); and recodified former (b) as (c).

6A:9-11.12 Swimming and water safety

(a) To be eligible for the swimming and water safety endorsement, candidates shall hold:

1. A standard New Jersey instructional certificate;
2. A valid Cardiopulmonary Resuscitation for Professional Rescuer Certificate issued by the American Red Cross or the YMCA;
3. A valid Lifeguard Certificate issued by the American Red Cross or YMCA; and
4. A valid Water Safety Instructor Certificate issued by the American Red Cross or the YMCA.

(b) The chief school administrator of the employing district board of education shall:

1. Annually notify the county superintendent of all teachers assigned to teach swimming and/or diving; and
2. Forward to the county superintendent copies of each valid American Red Cross or YMCA certificate identified in (a)2 through 4 above for every person assigned to teach swimming and/or diving.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), inserted "standard" preceding "New Jersey" in 1. Petition for Rulemaking.

See: 40 N.J.R. 212(a), 891(a).

6A:9-11.13 Technology education

(a) The technology education endorsement established in N.J.A.C. 6A:9-9.2(a)8 is required to teach technology education in all public schools. Technology education includes content aligned with the CCCS and the standards for technology literacy published by the International Technology Education Association.

(b) In addition to the requirements established in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a technology education endorsement, the candidate shall complete study in:

1. The nature of technology or technology and society;
2. Technological design;
3. The use of tools and materials and safety related to using tools and materials; and
4. Three of the following seven areas:
 - i. Medical technologies;
 - ii. Agricultural and related biotechnologies;
 - iii. Energy and power technologies;
 - iv. Information and communication technologies;
 - v. Transportation technologies;
 - vi. Manufacturing technologies; and/or
 - vii. Construction technologies.

(c) Holders of New Jersey industrial arts endorsements or their equivalent who are employed in a school district prior to April 23, 2004 teaching technology education as defined in (a) above shall be issued the technology education endorsement upon application to the Office.

(d) Holders of New Jersey industrial arts endorsements or their equivalent who do not meet the requirements in (c) above shall be eligible for the technology education endorsement upon completion of the State test requirement and submission of an application to the Office.

Amended by R.2004 d.306, effective August 2, 2004.

See: 36 N.J.R. 1636(a), 38 N.J.R. 3526(a).

In (c), inserted "with the exception of (d) below" in the introductory paragraph; added (d).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Rewrote (a) through (c); and deleted (d).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Recodified the last sentence of (a) as new (b); recodified former (b) and (c) as (c) and (d); rewrote (b); and in (d), substituted "(c)" for "(b)".

6A:9-11.14 Art

(a) In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with an art endorsement, the candidate shall complete the following:

1. The candidate shall present studio experience in each of the following required areas of study:
 - i. Drawing;
 - ii. Painting; and
 - iii. Sculpture and/or ceramics.

(b) Candidates who have completed a major in Fine Arts are exempt from the requirements set forth in (a) above.

New Rule, R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

6A:9-11.15 Speech arts and dramatics

(a) In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a speech arts and dramatics endorsement, the candidate shall complete one of the following:

1. A 30-credit coherent sequence of courses in speech arts and a minimum of 15 credits in theater; or
2. A 30-credit coherent sequence of courses in theater and a minimum of 15 credits in speech arts.

New Rule, R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

6A:9-11.16 Social studies

In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a social studies endorsement, the candidate shall complete a minimum of 15 semester hour credits in history to include a minimum of one course in American History and one course in World History.

New Rule, R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

6A:9-11.17 Family and consumer sciences

(a) In addition to the requirements in N.J.A.C. 6A:9-8.1, to be eligible for the CE, CEAS or standard certificate with a comprehensive family and consumer sciences endorsement, the candidate shall complete study in the following required areas:

1. Child and family development and care/human development, and related careers;
2. Food preparation, nutrition and food science, and related careers;
3. Apparel/construction, textiles, interiors/housing and environments, and related careers; and

4. Personal and family financial/resource management, and related careers.

New Rule, R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

6A:9-11.18 Individuals enrolled in degree programs prior to January 7, 2008

A candidate who matriculates and enrolls in a State-approved teacher preparation program in accordance with the applicable subsection of N.J.A.C. 6A:9-11.13 through 11.17, on or after January 7, 2009, shall be required to complete all requirements of the applicable section above effective as of January 7, 2008. A candidate who is matriculated and enrolled in a State-approved degree program in accordance with the applicable section of N.J.A.C. 6A:9-11.13 through 11.17, prior to January 7, 2009, and applies to the Office for certification no later than January 7, 2010, shall complete all requirements under former N.J.A.C. 6A:9-8.1, as effective January 6, 2008. A candidate who does not apply to the Office by January 7, 2010 shall fulfill the applicable requirements under N.J.A.C. 6A:9-11.13 through 11.17 in this section.

New Rule, R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

SUBCHAPTER 12. REQUIREMENTS FOR ADMINISTRATIVE CERTIFICATION

6A:9-12.1 Use of requirements

(a) These requirements will be used by the Department in the following ways:

1. As a basis for approving college preparation programs for administrative and supervisory personnel;
2. As the basis for approving non-traditional programs offered by service providers for administrative and supervisory personnel;
3. As the basis for evaluating the eligibility of candidates for administrative or supervisory certification; and
4. As the basis for defining the nature and extent of experience used in development of residencies required of administrative candidates for certification.

(b) Colleges and universities shall provide the office with a list of those students that have matriculated in New Jersey administrative preparation programs approved by the Department prior to January 20, 2004. This includes those students that matriculated in the approved programs in fall 2004 and spring 2005. The list of students shall be submitted to the office no later than March 31, 2005. Those candidates must complete all requirements specified under former N.J.A.C. 6:11-9 by September 1, 2007. Candidates that do not complete all of the requirements specified under former N.J.A.C.

6:11-9 by September 1, 2007 shall fulfill the requirements in this subchapter.

Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Added new (a)2; and recodified former (a)2 and (a)3 as (a)3 and (a)4.

6A:9-12.2 College degrees

All candidates for administrative and supervisory certification, except as indicated in N.J.A.C. 6A:9-12.7, must hold a master's or higher degree from a regionally accredited college or university.

6A:9-12.3 Authorization

(a) The school administrator endorsement is required for any position that involves services as a district-level administrative officer. Such positions shall include superintendent, assistant superintendent, and director. Holders of this endorsement are authorized to provide educational leadership by directing the formulation of district-wide goals, plans, policies and budgets, by recommending their approval by the district board of education and by directing their district-wide implementation. Holders of this endorsement are authorized to recommend all staff appointments and other personnel actions, such as terminations, suspensions and compensation, including the appointment of school business administrators, for approval by the district board of education. Holders of this endorsement are authorized to direct district operations and programs, and to supervise and evaluate building administrators and central office staff, including school business administrators. They are also authorized to oversee the administration and supervision of school-level operations, staff and programs.

(b) The principal endorsement is required for any position that involves service as an administrative officer of a school or other comparable unit within a school or district. Such positions shall include assistant superintendent for curriculum and instruction, principal, assistant principal, vice-principal and director. Holders of this endorsement are authorized to provide educational leadership by directing the formulation of goals, plans, policies, budgets and personnel actions of the school or other comparable unit, and recommending them to the chief district administrator, and by directing their implementation in the school or other comparable unit. Holders of this endorsement also are authorized to direct and supervise all school operations and programs, to evaluate school staff, including teaching staff members and to direct the activities of school-level supervisors.

(c) The supervisor endorsement is required for both supervisors of instruction and athletic directors who do not hold a standard principal's endorsement. The supervisor shall be defined as any school officer who is charged with authority and responsibility for the continuing direction and guidance of the work of instructional personnel. This endorsement also authorizes appointment as an assistant superintendent in charge of curriculum and/or instruction.

(d) The school business administrator endorsement is required for the chief financial officer of a district. Such positions shall include assistant superintendent for business and school business administrator. Holders of this endorsement are authorized to perform duties at the district level in the areas of financial budget planning and administration, financial accounting and reporting, insurance/risk administration and purchasing. Holders of this endorsement may also engage in facilities planning, construction and maintenance, personnel administration, administration of transportation and food services, and central data processing management.

Case Notes

Initial Decision (2006 N.J. AGEN LEXIS 373) adopted, which concluded that a tenured former Assistant Superintendent, terminated as a result of a reduction in force, was entitled to appointment to the position of District Director of Elementary Education because the essential duties of the two positions were substantially similar. *Kaprow v. Bd. of Educ. of Berkeley Twp.*, OAL Dkt. No. EDU 8887-04, 2006 N.J. AGEN LEXIS 932, Commissioner's Decision (August 2, 2006).

Initial Decision (2006 N.J. AGEN LEXIS 344) adopted, which concluded that a former athletic director failed to show that the Board violated his tenure, seniority and/or preferred eligibility rights by its appointment of a non-tenured individual to the position of Assistant Principal for Athletics and Student Activities; contrary to petitioner's contention, the position of Assistant Principal for Athletics and Student Activities was not an unrecognized position under N.J.A.C. 6A:9-5.5. A vacant assistant principal position existed when the Board created the new position, and petitioner failed to show that the duties of the position lacked the character necessary to require a principal endorsement. *McGriff v. Bd. of Educ. of Montclair*, OAL Dkt. No. EDU 10927-04, 2006 N.J. AGEN LEXIS 647, Commissioner's Decision (July 13, 2006).

Initial Decision (2006 N.J. AGEN LEXIS 344) adopted, which concluded that pursuant to the express terms of N.J.S.A. 18A:28-5, a former athletic director could not transfer the tenure he acquired as a supervisor under his supervisor endorsement to the separately tenurable position of assistant principal in which he had accrued no work experience and which required a different endorsement. *McGriff v. Bd. of Educ. of Montclair*, OAL Dkt. No. EDU 10927-04, 2006 N.J. AGEN LEXIS 647, Commissioner's Decision (July 13, 2006).

Although the courts have permitted an individual to claim eligibility to a new position based on tenure in another position when the two positions are "substantially identical," a mere overlap of responsibilities does not mean two positions are equivalent for tenure purposes. If a newly-created position is similar to a tenure holder's abolished position but also requires additional duties, the newly-created position is not considered to be substantially similar to the former position. *McGriff v. Bd. of Educ. of Montclair*, OAL Dkt. No. EDU 10927-04, 2006 N.J. AGEN LEXIS 647, Commissioner's Decision (July 13, 2006).

Initial Decision (2006 N.J. AGEN LEXIS 344) adopted, which concluded that a former athletic director failed to show that the Board violated his tenure, seniority and/or preferred eligibility rights by its appointment of a non-tenured individual to the position of Assistant Principal for Athletics and Student Activities; the two positions were not equivalent for tenure purposes, as the job of assistant principal required many responsibilities outside the realm of athletics. *McGriff v. Bd. of Educ. of Montclair*, OAL Dkt. No. EDU 10927-04, 2006 N.J. AGEN LEXIS 647, Commissioner's Decision (July 13, 2006).

6A:9-12.4 School administrator

(a) To be eligible for the school administrator CE, the candidate shall:

1. Complete one of the following:

- i. Hold a master's or higher degree from a regionally accredited college or university in educational leadership, or in curriculum and instruction, or in one of the recognized fields of leadership or management;

- ii. Hold a master's degree from a regionally accredited college or university and complete a post-master's program resulting in a certificate of advanced study in educational administration and supervision;

- iii. Hold a master's degree from a regionally accredited college or university and complete a post-master's program in a coherent sequence of 30 semester hour credits as they appear on the institution's transcript. The study must be completed at one institution in fields outlined in (a)1i above;

- iv. Hold a master's degree from a regionally accredited college or university and complete a New Jersey State-approved certification program in educational leadership offered by providers approved by the Department pursuant to N.J.A.C. 6A:9-12.5(j)2, (k)2 and (l)1; or

- v. Hold a master's degree from an NCATE or TEAC approved program in educational leadership from an out-of-State college or university;

2. Complete a minimum of 30 graduate credits either within the master's program or in addition to it, in the following quality components of preparation to promote student learning as set forth in N.J.A.C. 6A:9-3.4(a)1 through 6:

- i. Leading a common vision of learning in the school community;

- ii. Leading a climate and culture conducive to student learning and staff professional growth;

- iii. Leading a safe and effective environment for learning;

- iv. Leading the mobilization of resources, response to diverse needs, and collaboration with families and communities;

- v. Leading with integrity and fairness; and

- vi. Leading with a perspective of the larger political, social, economic and legal context;

3. Complete a 150-hour internship in educational leadership independent of other course requirements;

4. Pass a State-approved examination of knowledge that is acquired through study of the topics listed in (a)2 above, aligned with the Professional Standards for School Leaders and that is most directly related to the functions of superintendents as defined in N.J.A.C. 6A:9-12.3(a); and

5. Complete five years of successful educational experience in a public or non-public school, a public or non-

public school district, or a regionally accredited higher educational setting in New Jersey or out-of-State.

(b) A candidate who matriculates and enrolls in a State-approved educational leadership preparation program on or after September 1, 2008 shall be required to complete all requirements of (a) above effective as of January 7, 2008. A candidate who is matriculated and enrolled in a State-approved educational leadership preparation program prior to September 1, 2008, and applies to the Office no later than December 31, 2011, shall complete all requirements under former N.J.A.C. 6A:9-12.4, as effective January 6, 2008. A candidate who does not apply to the Office by December 31, 2011 shall fulfill the requirements in this section.

(c) To be eligible for a provisional school administrator's endorsement, the candidate shall:

1. Hold a school administrator CE; and
2. Obtain and accept an offer of employment in a position requiring the school administrator certificate in a

public school district that has agreed formally to sponsor the residency.

(d) To be eligible for the standard administrative certificate with a school administrator endorsement, the candidate shall:

1. Possess a provisional certificate pursuant to (a) and (b) above; and
2. Complete a one to two-year State-approved residency program while employed under provisional certification in a public school district. The residency program shall:
 - i. Take place in a functioning public school district environment or may take place in an approved alternate site that serves public school students;
 - ii. Require the candidate to develop a thorough understanding of New Jersey Standards: the Core Curriculum Content Standards; the Professional Standards for

Teachers as defined in N.J.A.C. 6A:9-3.3; and the Professional Standards for School Leaders as defined in N.J.A.C. 6A:9-3.4. Candidates shall demonstrate that understanding through activities illustrating the promotion of excellence in teaching and learning and providing educational leadership to the district;

iii. Be conducted in accordance with a standard agreement issued by the Department and entered into by the Department, the employing school district, the candidate and the residency mentor. No residency program may be undertaken without a valid agreement;

iv. Be administered by a State-approved mentor, an experienced administrator who has completed a State-approved orientation, and who shall supervise and verify completion of all required experiences and training by the candidate. The mentor and the local board shall, at the start of the residency, submit to the Department a written recommendation on State-developed forms concerning any areas of professional experience that should be waived and any additional teaching or other special experiences, if any, that the individual candidate should complete before achieving standard certification. Department review and subsequent approval shall consider the candidate's past work experience and recommended standards-based performance goals during residency, and shall be specified in the standard written agreement; and

v. Provide professional experiences, training and instruction as defined in the Professional Standards for School Leaders and in the areas of district planning and policy formulation; board of education operations and relations; supervision of district wide programs of curriculum, instruction and student services; collegial management, participatory decision-making and professional governance; the roles, supervision and evaluation of central office staff and school principals; district financial, legal and business operations; management of district operations; school facilities; labor relations and collective bargaining; government and community relations; and school law.

(e) Each candidate for the standard administrative certificate with a school administrator endorsement shall be evaluated formally by the mentor on at least three occasions for purposes of certification. The first two evaluations shall be conducted mainly for diagnostic purposes. The final evaluation shall be the basis for issuance of the candidate's standard certificate. All performance evaluations shall be aligned with the Professional Standards for School Leaders as defined in N.J.A.C. 6A:9-3.4 and reported on State-developed forms. The mentor shall discuss each evaluation with the candidate, and the mentor and candidate shall sign each report as evidence of such discussion. Upon completion of each evaluation, the report shall be sent to the Department; the final evaluation shall be accompanied by the recommendation for certification pursuant to (h) below.

(f) Each mentor shall form an advisory panel of practicing educators and shall convene this panel on at least three occasions for purposes of reviewing the resident's progress and soliciting advice concerning the certification of the candidate. The mentor may seek the informal input of the employing district board of education concerning the standard certification of the candidate.

(g) The mentor shall meet with the resident superintendent at least once a month during the residency. The mentor shall be available on a regular basis to provide assistance or advice upon request of the resident superintendent. The Department may require resident superintendents to pay fees to cover the cost of the training and mentoring services that will qualify them for certification and employment.

(h) Standard certification for school administrator endorsement candidates shall be approved or disapproved pursuant to the following procedures:

1. Before the end of the residency period, the mentor shall submit to the Department a comprehensive evaluation report on the candidate's performance pursuant to (d) above.

2. This final report shall include one of the following certification recommendations:

i. Approved: Recommends issuance of a standard certificate;

ii. Insufficient: Recommends that a standard certificate not be issued but that the candidate be allowed to continue the residency or seek admission to an additional residency for one additional year; or

iii. Disapproved: Recommends that a standard certificate not be issued and that the candidate be prevented from continuing or re-entering a residency.

3. Mentors act as agents of the Board of Examiners in formulating their certification recommendations. Those recommendations shall not be subject to review or approval by local boards of education.

4. Candidates who receive a recommendation of "approved" shall be issued a standard certificate.

5. The mentor shall provide the candidate with a copy of the candidate's written evaluation report and recommendation before submitting it to the Department.

6. If the candidate disagrees with the mentor's recommendation, the candidate may appeal the recommendation pursuant to N.J.A.C. 6A:9-17.18.

(i) Candidates who receive a recommendation of "disapproved" or two or more recommendations of "insufficient" may petition the Board of Examiners for approval of additional opportunities to seek provisional employment in districts other than those in which they received unfavorable recommendations. The candidate shall be responsible for

demonstrating why he or she would be likely to succeed if granted the requested opportunity. Disapproval of any candidate's request by the Board of Examiners may be appealed to the Commissioner pursuant to N.J.A.C. 6A:9-17.18(b).

(j) Each candidate who holds a valid out-of-State school administrator certificate but does not meet the requirements in (a)1, 2, 3, 4 or 5 above, will be eligible for the school administrator endorsement upon presenting the following:

1. A valid standard out-of-State school administrator certificate;
2. Official documentation of five years of successful full-time experience under the out-of-State certificate. This experience shall be in a public school superintendent or assistant superintendent position with responsibility for functions delineated under the New Jersey school administrator endorsement pursuant to N.J.A.C. 6A:9-12.3(a);
3. A master's degree in any area;
4. An offer of employment in a school district in a position that requires the school administrator certificate; and
5. A mentor-directed residency completed under provisional certification. The six-month modified residency shall focus on New Jersey finance and law, and will require the candidate to develop a thorough understanding of New Jersey Standards: the Core Curriculum Content Standards; Professional Standards for Teachers as defined in N.J.A.C. 6A:9-3.3; and, the New Jersey Standards for School Leaders as defined in N.J.A.C. 6A:9-3.4. Candidates shall demonstrate that understanding through activities illustrating the promotion of excellence in teaching and learning and providing educational leadership to the district.

(k) An experienced New Jersey principal who holds a master's degree or higher in a field other than those outlined in (a)1 above, may satisfy the degree requirement by meeting the requirements in (a)4 above and upon presentation of the following:

1. A valid, standard New Jersey principal endorsement; and
2. Official documentation of five years of successful full-time experience as a principal or assistant superintendent of curriculum and instruction in a New Jersey public school or in an approved alternate site that serves public school students.

(l) Persons who are in possession of a formal, written evaluation for school administrator certification from the Office prior to January 20, 2004 shall have until January 20, 2009 to complete the certification requirements as specified in the evaluation.

Amended by R.2005 d.110, effective April 4, 2005.
See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).
Added (k).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Substituted "N.J.A.C. 6A:9-12.5(j)2" for "N.J.A.C. 6A:9-12.5(i)2" in (a)1iv.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote the section.

6A:9-12.5 Principal

(a) To be eligible for the principal CE, the candidate shall:

1. Complete one of the following:
 - i. Hold a master's or higher degree from a regionally accredited college or university in educational leadership, or in curriculum and instruction, or in one of the recognized fields of leadership or management;
 - ii. Hold a master's degree from a regionally accredited college or university and complete a post-master's program resulting in a certificate of advanced study in educational administration and supervision;
 - iii. Hold a master's degree from a regionally accredited college or university and complete a post-master's program in a coherent sequence of 30 semester hour credits as they appear on the institution's transcript. The study must be completed at one institution in fields outlined in (a)1i above; or
 - iv. Hold a master's degree from an appropriate NCATE or TEAC approved program in educational leadership from an out-of-State college or university;
2. Complete a minimum of 30 graduate credits, either within the master's program or in addition to it, in the following quality components of preparation to promote student learning as set forth in N.J.A.C. 6A:9-3.4(a)1-6:
 - i. Leading a common vision of learning in the school community;
 - ii. Leading a climate and culture conducive to student learning and staff professional growth;
 - iii. Leading a safe and effective environment for learning;
 - iv. Leading the mobilization of resources, response to diverse needs, and collaboration with families and communities;
 - v. Leading with integrity and fairness; and
 - vi. Leading with a perspective of the larger political, social, economic and legal context;
3. Complete a 300-hour internship in educational leadership independent of other course requirements;
4. Pass a State-approved examination of knowledge that is acquired through study of the topics listed in (a)2 above and that is most directly related to the functions of principals as defined in N.J.A.C. 6A:9-12.3(b); and

5. Provide documentation evidencing completion of five years of successful educational experience under a valid provisional or standard New Jersey or equivalent out-of-State certificate.

(b) A candidate who matriculates and enrolls in a State-approved educational leadership preparation program on or after September 1, 2008 shall be required to complete all requirements of (a) above effective as of January 7, 2008. A candidate who matriculated and enrolled in classes in a State-approved educational leadership preparation program prior to September 1, 2008, and applies to the Office no later than December 31, 2011, shall complete all requirements under former N.J.A.C. 6A:9-12.5, as effective January 6, 2008. A candidate who does not apply to the Office by December 31, 2011 shall fulfill the requirements in this section.

(c) To be eligible for a provisional principal certificate, the candidate shall:

1. Hold a principal CE; and
2. Obtain and accept an offer of employment in a position requiring the principal endorsement in a school or district that has agreed formally to sponsor the residency.

(d) To be eligible for the standard administrative certificate with a principal endorsement, the candidate shall:

1. Possess a provisional certificate pursuant to (a) and (b) above; and
2. Complete a two-year State-approved residency program while employed under provisional principal certification in a school or district. The residency program shall:
 - i. Require the candidate to develop a thorough understanding of New Jersey standards: the Core Curriculum Content Standards; the Professional Standards for Teachers as defined in N.J.A.C. 6A:9-3.3; and, the Professional Standards for School Leaders as defined in N.J.A.C. 6A:9-3.4. Candidates shall demonstrate that understanding through activities illustrating the promotion of excellence in teaching and learning and providing educational leadership to the school community;

ii. Be conducted in accordance with a standard agreement issued by the Department and entered into by the Department, the employing school district, the candidate and the residency mentor. No residency program may be undertaken without a valid agreement;

iii. Be administered by a State approved mentor, an experienced principal who has completed a State-approved training program implemented by a State-approved provider, and who shall supervise and verify completion of all required experiences and training by the candidate. The mentor and the district superintendent shall, at the start of the residency, submit to the Department a written recommendation on State-developed forms concerning any areas of professional experience that should be waived and any additional teaching or

other special experiences, if any, that the individual candidate should complete before achieving standard certification. Department review and subsequent approval shall consider the candidate's past work experience and recommended standards-based performance goals during residency, and shall be specified in the standard written agreement; and

iv. Provide professional experiences, training, and instruction as defined in the Professional Standards for School Leaders and in the areas of curriculum leadership; supervision of instruction; pupil personnel services; personnel management; community relations; student relations; facilities management; school finance; school law; and technical administrative skills.

(e) Each candidate for the standard administrative certificate with a principal endorsement shall be evaluated formally by the mentor on at least six occasions for purposes of certification. The first five evaluations shall be conducted mainly for diagnostic purposes. The final evaluation shall be the basis for issuance of the candidate's standard certificate. All performance evaluations shall be aligned with the Professional Standards for School Leaders as defined in N.J.A.C. 6A:9-3.4 and reported on State-developed forms. The mentor shall discuss each evaluation with the candidate, and the mentor and candidate shall sign each report as evidence of such discussion. Upon completion of such evaluation, the report shall be sent to the Department; the final evaluation shall be accompanied by the recommendation for certification pursuant to (h) below.

(f) Each mentor shall form an advisory panel of practicing educators and shall convene this panel on at least three occasions for purposes of reviewing the resident's progress and soliciting advice concerning the certification of the candidate.

(g) The mentor shall meet with the principal candidate at least once a month during the residency. The mentor shall be available on a regular basis to provide assistance or advice upon request of the candidate. The Department may require candidates to pay fees to cover the cost of the training and mentoring services that will qualify them for certification and employment.

(h) Standard certification of principal candidates shall be approved or disapproved pursuant to the following procedures:

1. Before the end of the residency period, the mentor shall submit to the Department a comprehensive evaluation report on the candidate's performance pursuant to (e) above.
2. This final report shall include one of the following certification recommendations:
 - i. Approved: Recommends issuance of a standard certificate;

ii. Insufficient: Recommends that a standard certificate not be issued but that the candidate be allowed to continue the residency or seek admission to an additional residency for one additional year; or

iii. Disapproved: Recommends that a standard certificate not be issued and that the candidate be prevented from continuing or re-entering a residency.

3. Mentors act as agents of the Board of Examiners in formulating their certification recommendations. Those recommendations shall not be subject to review or approval by local boards of education.

4. Candidates who receive a recommendation of "approved" shall be issued a standard certificate.

5. The mentor shall provide the candidate with a copy of the candidate's written evaluation report and recommendation before submitting it to the Department.

6. If the candidate disagrees with the mentor's recommendation, the candidate may appeal the recommendation pursuant to N.J.A.C. 6A:9-17.18.

(i) Candidates who receive a recommendation of "disapproved" or two or more recommendations of "insufficient" may petition the Board of Examiners for approval of additional opportunities to seek provisional employment in districts other than those in which they received unfavorable recommendations. The candidate shall be responsible for demonstrating why he or she would be likely to succeed if granted the requested opportunity. Disapproval of any candidate's request by the Board of Examiners may be appealed to the Commissioner pursuant to N.J.A.C. 6A:9-17.18(b).

(j) Each candidate who holds an out-of-State principal certificate but does not meet the requirements in (a)1, 2, 3, 4 or 5 above will be eligible for the principal certificate upon presenting:

1. A valid standard out-of-State principal certificate;

2. Official documentation of five years of successful full-time experience under the out-of-State certificate. This experience shall be in a school principal or assistant principal position with responsibility for functions delineated under the New Jersey principal endorsement pursuant to N.J.A.C. 6A:9-12.3(b);

3. A master's degree in any area;

4. An offer of employment in a position that requires the principal certificate; and

5. A mentor-directed residency completed under provisional certification. The six-month modified residency shall focus on New Jersey finance and law, and will require the candidate to develop a thorough understanding of New Jersey Standards: the Core Curriculum Content Standards; Professional Standards for Teachers as defined in N.J.A.C. 6A:9-3.3; and, the New Jersey Standards for School Leaders as defined in N.J.A.C. 6A:9-3.4. Candidates shall

demonstrate that understanding through activities illustrating the promotion of excellence in teaching and learning and educational leadership to the school community.

(k) Each candidate who holds a valid New Jersey or out-of-State supervisor endorsement and a master's degree or higher in a field other than one required in (a)1 above will be eligible for a principal CE upon presenting the following:

1. Official documentation of five years of successful full-time experience as a supervisor of an instructional area or department related to the Core Curriculum Content Standards under a valid New Jersey or out-of-State supervisor certificate;

2. Official documentation evidencing completion of a New Jersey State-approved certification program in educational leadership offered by providers approved by the Department. This program shall include, but not be limited to:

i. Preparation for educational leadership through experiences related to the performance-based Professional Standards for School Leaders and the CCCS;

ii. Two hundred twenty-five clock hours of formal instruction in quality components of preparation to promote student learning as set forth in N.J.A.C. 6A:9-3.4(a)1 through 6 and delineated in (a)2i through vi above; and

iii. A district internship consisting of a minimum of 300 hours providing professional experiences in school administration; and

3. Official documentation evidencing passage of a State-approved examination of knowledge that is acquired through study of the topics listed in (a)2 above, aligned with the Professional Standards for School Leaders, and that is most directly related to the functions of principals as defined in N.J.A.C. 6A:9-12.3(b).

(l) Each candidate who holds a valid New Jersey or out-of-State supervisor endorsement and a master's degree or higher in a field other than one required in (a)1 above, but has zero to five years supervisory experience, will be eligible for a principal CE upon presenting the following:

1. Official documentation of five years of successful full-time teaching experience under a valid New Jersey or out-of-State teaching certificate;

2. Official documentation evidencing completion of a New Jersey State-approved certification program in educational leadership offered by providers approved by the Department. This program is pursuant to (k)2 above with the following exceptions: the program is a minimum of 275 clock hours plus a 300-hour internship;

3. Official documentation evidencing passage of a State-approved examination of knowledge that is acquired

through study of the topics listed in (a)2 above, aligned with the Professional Standards for School Leaders, and that is most directly related to the functions of principals as defined in N.J.A.C. 6A:9-12.3(b).

(m) Each candidate who can provide documentation of at least five years of successful full-time teaching experience under a valid New Jersey or out-of-State teaching certificate and a master's degree or higher in a field other than one required in (a)1 above will be eligible for a principal CE upon presenting the following:

1. Official documentation evidencing completion of a New Jersey State-approved certification program in educational leadership offered by providers approved by the Department. This program is pursuant to (k)2 above with the following exceptions: the program is a minimum of 350 clock hours plus a 300-hour internship;

2. Official documentation evidencing passage of a State-approved examination of knowledge that is acquired through study of the topics listed in (a)2 above, aligned with the Professional Standards for School Leaders, and that is most directly related to the functions of principals as defined in N.J.A.C. 6A:9-12.3(b).

(n) Persons who are in possession of a formal, written evaluation for principal certification from the Office prior to January 20, 2004 shall have until January 20, 2009 to complete the certification requirements as specified in the evaluation.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Added (m).

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (d), substituted "six" for "three" in the first sentence and "five" for "two" in the second sentence; inserted "or out-of-State" in (j), (j)1 and (k); and inserted "under a valid New Jersey or out-of-State teaching certificate" in (k)1 and (l).

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote the section.

6A:9-12.6 Supervisor

(a) To be eligible for the standard administrative certificate with a supervisor endorsement, a candidate shall be required to:

1. Hold a master's or higher degree from a regionally accredited college or university;

2. Successfully complete one of the following:

- i. A college curriculum approved by the Department of Education as the basis for issuing this endorsement;

- ii. Twelve graduate-level, semester-hour credits to include the following:

- (1) Three credits in general principles of staff supervision in grades preschool through 12;

- (2) Three credits in general principles of curriculum development for grades preschool through 12;

- (3) Three elective credits in curriculum development; and

- (4) Three elective credits in staff supervision and/or curriculum development; or

- iii. A State-approved training program implemented by a State-approved provider as the basis for issuing this certificate; and

3. Hold a standard New Jersey instructional or educational services certificate or its out-of-State equivalent, and complete three years of successful, full-time teaching and/or educational services experience. Teaching and/or educational services experience completed in a New Jersey public school must have been under an appropriate New Jersey certificate.

(b) Applicants in possession of a written evaluation for the supervisor certificate completed by the office prior to January 20, 2004 will have until January 20, 2009 to complete the requirements set forth in the written evaluation.

Amended by R.2004 d.306, effective August 2, 2004.

See: 36 N.J.R. 1636(a), 36 N.J.R. 3526(a).

In (a)2ii, deleted "in particular grade levels, or in specific subject fields" at the end of the third sentence.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (a), rewrote 2ii.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Deleted (d)3 and made related stylistic changes.

Case Notes

Adopting Initial Decision's conclusion that a tenured school social worker under an educational services certification, who also possessed certification as an elementary teacher but had never served as a teacher in the school district, and whose social worker position was eliminated through a reduction in force, did not have rights over a nontenured applicant to a teaching position; neither tenure nor seniority applied across certificates, and therefore petitioner only had rights with regard to positions within the educational services certification (adopting 2008 N.J. AGEN LEXIS 70, as supplemented). *Aiello v. Bd. of Educ. of Westwood Reg'l School Dist.*, OAL Dkt. No. EDU 7986-07, 2008 N.J. AGEN LEXIS 263, Commissioner's Decision (March 20, 2008).

Initial Decision (2008 N.J. AGEN LEXIS 70) adopted, which rejected a school social worker's argument that the district's decision to eliminate a position of school social worker did not satisfy the "good cause" test since the district then added a learning disabilities teacher-consultant position; because the role of the learning disabilities teacher-consultant is vastly different from the role of school social worker, and has different certification requirements, the positions are not fungible. *Aiello v. Bd. of Educ. of Westwood Reg'l School Dist.*, OAL Dkt. No. EDU 7986-07, 2008 N.J. AGEN LEXIS 263, Commissioner's Decision (March 20, 2008).

6A:9-13.6 Speech-language specialist

(a) The speech-language specialist endorsement authorizes the holder to provide service as a speech-language specialist in grades preschool through 12.

(b) To be eligible for the standard educational services certificate with a speech-language specialist endorsement, the candidate shall:

1. Hold a master's or higher degree in speech-language pathology from a regionally accredited college or university; and
2. Pass a State-approved test of comprehensive knowledge in the field of speech-language pathology.

(c) Individuals who hold a valid New Jersey speech correctionist endorsement and a master's degree in speech-language pathology shall be issued the speech-language specialist endorsement upon submission of a completed application and required fee.

(d) Individuals holding a valid New Jersey speech correctionist endorsement who have completed seven years of work as a speech correctionist in a New Jersey school setting and a Department-approved retraining program may serve in a position requiring speech-language specialist certification.

(e) An emergency certificate may be issued to a candidate who holds a bachelor's degree in speech pathology or is enrolled in a master's program in speech pathology and has completed a minimum of 12 graduate semester-hours in speech pathology. All study must be completed at a regionally accredited college or university. The emergency certificate may be renewed a total of four times.

(f) Applicants in possession of a written evaluation completed by the office prior to January 20, 2004 will have until January 20, 2009 to complete the requirements set forth in the written evaluation.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).
Rewrote (e).

6A:9-13.7 Director of school counseling services

(a) The director of school counseling services endorsement authorizes the holder to serve as a director, administrator or supervisor of school counseling services, including the supervision of educational activities in areas related to and within the counseling program in grades preschool through 12.

(b) To be eligible for the standard educational services certificate with a director of school counseling services endorsement, a candidate shall hold a master's or higher degree from a regionally accredited college or university, hold a standard New Jersey school counselor or student personnel services certificate or an equivalent out-of-State certificate and complete three years of successful experience as a school counselor in grades preschool through 12. In addition, the candidate shall complete one of the following:

1. A Department-approved program in Director of School Counseling; or
2. A three-credit graduate level course in each of the following required areas:
 - i. Administration: This group includes such courses as school law, organization and administration of elementary and secondary schools;
 - ii. Staff supervision: This group includes such courses as supervision and evaluation of instructional staff and supervision of school counseling services; and
 - iii. Curriculum development: This group includes such courses as principles of general curriculum development, elementary and secondary curriculum development, and extracurricular activities.

(c) An emergency certificate may be issued to a candidate who meets the following requirements:

1. A master's degree from a regionally accredited college or university, a standard New Jersey school counselor or student personnel services certificate, and two years of experience as a school counselor in grades preschool through 12; and
2. A graduate course in staff supervision.

(d) Applicants in possession of a written evaluation completed by the office prior to January 20, 2004 will have until January 20, 2009 to complete the requirements set forth in the written evaluation.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Inserted "or student personnel services" in (b) and (c)1.
Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In the introductory paragraph of (b), substituted "one of the following" for "a graduate level course in each of the following required areas"; added new (b)1 and (b)2; and recodified former (b)1 through (b)3 as (b)2i through (b)2iii.

6A:9-13.8 School counselor

(a) The school counselor endorsement authorizes the holder to perform school counseling services such as study and assessment of individual pupils with respect to their status, abilities, interest and needs; counseling with administrators, teachers, students, and parents regarding personal, social, educational, and vocational plans and programs; and developing cooperative relationships with community agencies in assisting children and families. The certificate holder is authorized to perform these duties in grades preschool through 12.

(b) To be eligible for the standard educational services certificate with a school counselor endorsement, a candidate must hold a master's or higher degree from a regionally accredited college or university, and complete one of the following:

1. A Department-approved graduate curriculum in school counseling; or
2. A minimum of 48 graduate semester hour credits in the following areas:
 - i. Counseling: minimum of 18 semester hours that must include study in theory and procedures of individual and group counseling, counseling and interviewing techniques and career counseling;
 - ii. Testing and evaluation: minimum of three semester hours;
 - iii. Psychology: minimum of six semester hours in study related to child and adolescent psychology, psychology of exceptional children and psychology of learning;
 - iv. Sociological foundations: minimum of six semester hours that must include study in community agencies, organizations and resources and multicultural counseling;
 - v. Statistics and research methods: minimum of three semester-hour credits;
 - vi. Supervised counseling practicum in a preschool through grade 12 school setting: minimum of six credits; and
 - vii. The remaining six semester hours of study may be chosen from among the topics listed in (b)2i through vi above or education.

(c) A candidate who has completed a master's or higher degree from a regionally accredited college or university

whose school counseling program meets the standards of the Council for Accreditation of Counseling and Related Educational Programs (CACREP) will be issued a standard school counselor certificate.

(d) The Office may issue an emergency certificate upon the request of the county superintendent to a candidate who meets the following requirements:

1. A bachelor's degree from a regionally accredited college or university; and
2. Fifteen graduate semester hour credits of study from the areas in (b)2i through iv above. At least six of the credits must be from the area in (b)2i above.

(e) Applicants in possession of a written evaluation completed by the office prior to January 20, 2004 will have until January 20, 2009 to complete the requirements set forth in the written evaluation.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Redesignated (b)2vii and viii as (b)2vi and vii and changed internal reference; inserted "preschool through grade 12" in newly designated (b)2vi; and rewrote (d)2.

6A:9-13.9 School psychologist

(a) The school psychologist endorsement authorizes the holder to serve as a psychologist in grades preschool through 12.

(b) To be eligible for the standard educational services certificate with a school psychologist endorsement, a candidate must hold a master's or higher degree from a regionally accredited college or university and complete the following:

1. A Department-approved graduate curriculum or a minimum of 60 semester-hour graduate credits, in the following areas:
 - i. Educational foundations/school psychology practice and development: minimum of 12 semester-hour credits in areas such as the role and function of the school psychologist, multicultural education, educational organization and leadership, curriculum development and learning theories;
 - ii. Education of students with disabilities: minimum of six semester-hour credits in areas such as education and/or psychology of students with disabilities and educational assessment of disabled students;
 - iii. Assessment, intervention and research: minimum of 18 semester-hour credits including study in the required areas of cognitive assessment, personality assessment and school consultation. Additional study may be completed in areas such as applied behavior analysis, school interventions, curriculum-based measurement, multicultural counseling or individual counseling pro-

cedures, tests and measurements, statistics and research design and analysis;

iv. Human behavioral development: minimum of 12 semester-hour credits in areas such as human development, social psychology, personality psychology, neurological and/or physiological basis of behavior and psychopathology; and

v. Electives: additional study in areas (b)1i through iv above. Externships and practicum experiences may be accepted for elective study.

2. A practicum of 300 clock hours that consists of a sequence of closely supervised on-campus and field-based activities designed to develop and evaluate a candidate's mastery of distinct professional skills consistent with program and/or course goals;

3. An externship of 1,200 clock hours. A minimum of 600 clock hours must be completed in a school setting with school age children. The remaining 600 clock hours may be completed in a school or clinical setting or may be completed under an emergency certificate while concurrently participating in an approved college or university school psychology program. Externship experiences completed in a school setting must be supervised by a person holding a standard New Jersey or out-of-State school psychologist certificate; and

4. Persons who completed a master's or higher degree in clinical psychology from a regionally accredited college or university and can present official documentation of 600 clock hours of experience as a psychologist working with children in a clinical setting may meet the school psychology externship and practicum requirements by completing a 900 clock hour school psychology externship in a New Jersey school, with school age children, under a New Jersey emergency certificate.

(c) The externship for school psychologists shall comply with the following:

1. The externship must be taken under the direction of a regionally accredited college or university as part of a program for the preparation of school psychologists. In cases where the Office is issuing an emergency certificate, it may approve an equivalent externship that is not under the jurisdiction of a college or university program.

2. The college or university shall arrange externships as a program of supervised experiences. The extern shall not earn externship credit for clinical or laboratory work done as part of the requirements in such courses as "cognitive or personality assessment" or "school consultation."

3. At least 50 percent of the externship must be in the psychological services division of a public school system or in a college or university demonstration center that serves a cross section of school age children. A person

1. A standard instructional certificate with a vocational-technical endorsement in any field; and

2. Successful completion of two years of teaching under a certificate in vocational-technical education, and completion of the following:

i. Training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, as required by the Department of Labor and Workforce Development and the U.S. Department of Labor in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56, N.J.A.C. 12:56 and 12:58 and 29 CFR 570 and 1900;

ii. A minimum of 20 hours of training or a Department-approved equivalent program in safety and health and required Department procedures and planning for SLEs pursuant to N.J.A.C. 6A:19; and

iii. Two graduate-level college courses or a Department-approved equivalent program in instructional strategies for work-based education and career information/occupational guidance.

(c) Individuals holding a vocational-technical coordinator: cooperative industrial education endorsement or the teacher-coordinator of cooperative vocational-technical education in the occupational areas of agriculture education, distributive education, health occupations, home economics education or business education endorsements may serve in a position requiring the CEC endorsement in any career cluster.

(d) An emergency CEC certificate may be issued to a candidate who meets the requirements in (d)1 and 2 below. The candidate shall complete the requirements for the standard certificate in no more than 24 months from the issuance date of the emergency certificate.

1. A standard vocational instructional certificate; and

2. Two years of successful vocational-technical education teaching experience.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (b), rewrote 2i and 2ii.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (d), substituted "24 months" for "12 months".

6A:9-13.21 County apprenticeship coordinator

(a) The county apprenticeship coordinator endorsement is required for the position of county apprentice coordinator in any county vocational school district conducting an apprenticeship program. The endorsement authorizes the holder to approve and coordinate apprenticeship training programs in accordance with N.J.A.C. 6A:8 and 6A:19.

(b) To be eligible for the county apprenticeship coordinator endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical education endorsement;

2. Two years of successful teaching in a vocational-technical education program or one year of successful teaching experience in a vocational-technical education program and completion of a formal apprenticeship;

3. Completion of the following:

i. Training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, as required by the Department of Labor and Workforce Development and the U.S. Department of Labor in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56, N.J.A.C. 12:56 and 12:58 and 29 CFR 570 and 1900; and

ii. A minimum of 20 hours of training or a Department-approved equivalent program in safety and health and required Department procedures and planning for SLEs pursuant to N.J.A.C. 6A:19; and

4. Two graduate level courses or a Department-approved program in the following required areas: one in the administration and supervision of vocational-technical education programs and one in industrial and labor relations.

(c) An emergency county apprenticeship coordinator certificate may be issued to a candidate who meets the requirements in (c)1 and 2 below. The candidate will have 24 months to complete the requirements for the standard certificate.

1. A standard instructional certificate with a vocational-technical education endorsement; and

2. Two years of teaching experience in a vocational-technical education program, or one year of successful teaching experience and completion of a formal apprenticeship.

Recodified from N.J.A.C. 6A:9-13.22 by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

Former N.J.A.C. 6A:9-13.21, Structured learning experience/career orientation coordinator, repealed.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Rewrote (b)3i and ii; and in (c), substituted "24 months" for "12 months".

Case Notes

Initial Decision (2007 N.J. AGEN LEXIS 231) adopted, which concluded that because petitioner's service as Apprenticeship Coordinator for several years came about as a result of waivers of the state certificate requirements, petitioner's service was not under an "appropriate certificate" for purposes of the state tenure statute. *LaGrutta v. Bd. of Educ. of Morris County Vocational School Dist.*, OAL Dkt. No. EDU 3291-06, 2007 N.J. AGEN LEXIS 303, Commissioner's Decision (June 7, 2007), aff'd, 2007 N.J. AGEN LEXIS 975, SB No. 18-07 (N.J. State Bd. of Educ. November 7, 2007).

6A:9-13.22 (Reserved)

Recodified to N.J.A.C. 6A:9-13.21 by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

SUBCHAPTER 14. ACTING ADMINISTRATORS

6A:9-14.1 General provisions

(a) If, because of illness or death or some other good and sufficient reason, the district board of education must fill the position of superintendent of schools, assistant superintendent of schools, school business administrator, principal, or vice principal with a person who is designated as the acting administrator in a respective situation and who does not hold the standard New Jersey certificate required for the position, it shall be the duty of the board of education to make written application to the Commissioner, through the county superintendent, for permission to employ such person in an acting capacity, stating the reasons why such action is necessary. If the stated reasons justify the need to appoint someone as an administrator in an acting capacity who is not properly certified to hold the position, the Commissioner may approve the request on a case-by-case basis.

(b) If such approval is given by the Commissioner, it shall be of three months' duration, and may be renewed by him or her upon application for a period of three months at a time. Consideration of said request shall be made on a case-by-case basis. If the acting status of said individual is to extend beyond a year, no such permission can be given except upon recommendation of the Commissioner to the State Board that the application of the district board of education be granted.

(c) If the Commissioner or State Board grants approval, the Board of Examiners shall be notified and shall issue a letter of temporary certification.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a), substituted "principal, or vice principal" for "high school principal, or elementary school principal".

SUBCHAPTER 15. REQUIRED PROFESSIONAL DEVELOPMENT FOR TEACHERS

6A:9-15.1 General provisions

(a) The purpose of this subchapter is to govern required professional development for active teachers. For the purpose of this subchapter, the term "teacher" refers to those in positions which require possession of a provisional or standard instructional or education services certificate. The rules define the categories of school personnel affected; the amount of required professional development; the period provided for fulfilling the requirement; the schedule by which the require-

ment is to be implemented; and the manner in which the requirement shall be monitored.

(b) These rules affect all active teachers whose positions require possession of the instructional or education services certificates in accordance with N.J.A.C. 6A:9-8, 10 and 12.

(c) These rules apply to all district boards of education, charter schools, and nonpublic schools that choose to participate in the professional development for teachers required in this subchapter and whose staff members hold positions which require the possession of the instructional or educational services certificates. Hereinafter in this subchapter when the term district board of education is used, it includes district boards of education, charter school boards of trustees and applicable nonpublic school governing bodies choosing to participate. In addition, the term district administrator includes district board of education administrator, charter school administrator and applicable nonpublic school administrator choosing to participate.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a), inserted the second sentence and deleted "the procedures for review and registration of professional development providers;" following "implemented;"; and in (b), substituted "teachers" for "teaching staff members employed as of September 2000 and thereafter".

6A:9-15.2 Amount, duration and content of required continuing professional development

(a) Each district board of education shall require all active teachers in the school district to complete 100 clock hours of approved professional development every five years. Each teacher must make annual yearly progress during the five-year cycle, though there is no specific annual hourly requirement for teachers entering a five-year cycle in years one through four. For teachers entering a five-year cycle in year five, 20 hours of professional development must be completed in that one year. All new teachers employed under provisional or standard certificates must fulfill this requirement and must therefore have a Professional Development Plan (PDP) within 60 instructional days of the beginning of their teaching assignment.

1. All active teaching staff members will begin a new five-year cycle beginning September 1, 2010 and ending on August 31, 2015. All teaching staff members will be on the same five-year cycle.

2. Beginning September 1, 2010, all active teaching staff members will begin the same five-year professional development cycle. For those teaching staff members hired after the 2005-2006 school year, the 100-hour requirement will be pro-rated, with no specific annual hourly requirement for teachers entering a five-year cycle in years one through four. For teachers entering a five-year cycle in year five, 20 hours of professional development must be completed in that one year, to reflect the balance of time remaining in their professional development cycle until 2010.

tative as established in its constitution and by-laws. The election calendar developed by the majority representative shall factor in time for runoff elections should the need arise;

3. Local Professional Development Committee terms shall begin on September 1 and shall expire on August 31 of the appropriate year;

4. Should a teacher member vacancy on the Local Professional Development Committee occur, the president of the employee majority representative shall appoint a replacement to serve out the remaining term until the next scheduled election; and

5. Member terms shall be two years. Members can be reappointed up to three times. All active teachers and education services personnel are eligible to vote for and to serve on Local Professional Development Committees.

(h) District boards of education shall create school professional development committees by September 1, 2008. The school level committees shall oversee the development of school level plans for professional development.

1. The committee shall consist of a principal or designee and at least three teachers who will be elected through the majority representative.

2. The plan shall include a description of school level and team-based learning in the school and will be based on identified school goals, and student and teacher needs.

3. The school level plans will become part of the district professional development plan reviewed by the county professional development board and the local board of education.

(i) In engaging professional development providers, school districts shall ensure that school district contracts of \$10,000 or more with professional development providers shall contain:

1. A description of the professional services to be provided, including the targeted audience, on and off-site support for school district and school staff, and the time-frame for accomplishing the objectives;

2. A description of the expected outcomes for improved student and/or adult learning as a result of the professional development services;

3. A detailed explanation of costs for the services that includes a schedule of payments and the method of payment; and

4. A requirement that a final evaluation report be submitted by the professional development provider describing the degree to which the outcomes have been accomplished, prior to the final payment.

Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote (a)3; deleted former (a)4; recodified former (a)5 as (a)4; in (a)4, deleted "district" preceding "professional"; in (c), inserted a period following "N.J.A.C. 6A:9-3.3" and inserted "for approval and adoption"; in (d), inserted the last sentence; in (e)2, substituted a period for "; and" at the end; added (e)2i through (e)2iii; in (e)3, inserted "school"; rewrote (f); and added (h) and (i).

6A:9-15.4 Compliance, enforcement and assistance

(a) The 100 hours of approved professional development shall be legally binding and it shall be each teacher's responsibility in conjunction with district board of education policies to take whatever steps are necessary in order to meet the requirement.

(b) In addition to enforcing the requirement, the State and employing district board of education shall actively assist and support teachers' efforts to meet the professional development requirement. Specifically, it is the responsibility of the local supervisor and district administrator through the PDP process or applicable non-public school evaluation process to monitor the teacher's efforts continuously through progressive supervision where a teacher's progress is inadequate.

(c) The chief school administrator shall certify in writing to the new school district the accrued professional development hours for any teacher leaving the school district.

(d) Accrued professional development hours shall be portable between schools and districts.

Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (b), substituted "PDP" for "PIP"; and in (c), inserted "to the new school district".

6A:9-15.5 Monitoring responsibility

(a) To ensure that enforcement of the 100-hour requirement reflects a policy of continuous monitoring, constructive support and timely intervention, the requirements for professional development of active teachers shall also provide that:

1. The Department shall monitor compliance in implementing the rules for professional development for teachers through the annual evaluation process for school districts in accordance with N.J.A.C. 6A:30-1;

2. In any instance where an individual teacher fails to make annual progress toward meeting the requirement, or where a professional fails to satisfy the requirement fully within the five-year period, the district administration shall take appropriate remedial action applying sound and accepted principles of progressive supervision as well as by using existing laws and rules to the fullest extent;

3. The district administration shall provide documentation of each teacher's fulfillment of the professional development requirement. The district administration shall be required to report every five years beginning on September 1, 2010 to the Department all instances of noncompliance and a description of actions to address them; and

4. The Department, under advisement of the PTSB, shall monitor, assess and analyze the various professional development and/or inservice activities for their effectiveness in meeting the needs of the State, local boards of education and individual teachers. The Department shall prepare an annual report, reviewed with the PTSB, for the State Board. The annual report shall provide information concerning the implementation of all the preceding sections of this subchapter including those concerning the amount, duration and content of required professional development; review and approval of professional development; compliance, enforcement and assistance; monitoring responsibility; and the future role of the PTSB.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote (a)3.

6A:9-15.6 Future role(s) of the Professional Teaching Standards Board to create standards of professional conduct and performance

(a) In addition to performing its regulatory role in recommending specific standards for the 100-hour professional development requirement, the PTSB shall define an additional independent role for itself in establishing and advocating broader standards of professional performance and conduct.

(b) Such standards shall embody those ideals which the teaching profession publicly advocates and to which it subscribes, above and beyond those minimum requirements that government establishes to protect the public.

(c) In general, the PTSB shall define its role to include, but not necessarily be limited to, the following:

1. Establishing and advocating nonmandated standards of effective and ethical practice;
2. Gathering and disseminating information on exemplary practice;
3. Recognizing individual teachers who exemplify the board's standards, as well as exemplary schools and districts;
4. Providing nonbinding notices of noncompliance to individual districts and professionals who do not meet standards; and
5. Where necessary, referring to the State any such instances of noncompliance where there may be cause for State action.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a), deleted "by January 2005" following "define".

SUBCHAPTER 16. REQUIRED PROFESSIONAL DEVELOPMENT FOR SCHOOL LEADERS

6A:9-16.1 General provisions

(a) The purpose of this subchapter is to govern the implementation of required, standards-based professional development for school leaders.

(b) These rules affect all active school leaders serving on a permanent or interim basis whose positions require possession of the chief school administrator, principal, or supervisor endorsement in accordance with N.J.A.C. 6A:9-11.2. The requirement for professional development for school administrators shall take effect on the date of the commencement of each district's 2005-2006 school year.

(c) These rules apply to all district boards of education, charter schools, and nonpublic schools whose staff hold positions which require the possession of chief school administrator, principal, or supervisor endorsements. Hereinafter in this subchapter when the term district board of education is used, it includes charter school boards of trustees and applicable nonpublic school governing bodies. In addition, the term district administrator includes charter school administrator and applicable nonpublic school administrator.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (b), inserted "serving on a permanent or interim basis" and substituted "2005-2006" for "2004-2005".

6A:9-16.2 State Advisory Committee on Professional Development for School Leaders

(a) There shall be established a State Advisory Committee on Professional Development for School Leaders to advise the Commissioner on the implementation of the professional development requirement for school leaders. The duties of the State Advisory Committee on Professional Development for School Leaders shall be to:

1. Review the implementation of the professional development for schools leaders' initiative and provide ongoing recommendations to the Commissioner regarding implementation;
2. Establish guidelines for the peer review and certification process of the requirement;
3. Advise the Department on the development of a framework for professional development plans to support school leaders' efforts to fulfill the requirement;
4. Advise the Commissioner on implementation issues including funding and compliance and the evaluation of the initiative; and
5. Provide guidance to school leaders in implementing the regulations.

(b) The Advisory Committee shall be comprised of 11 members including representatives from each of the major professional associations representing the following constituencies: five principals and supervisors, three superintendents and central office administrators, one teacher, one higher education representative, and one board of education member. The members shall be appointed by the Commissioner of Education. Members of the State Advisory Committee of Professional Development for School Administrators members will serve for a period of five years beginning in September 2003. The Commissioner will solicit nominations from the major professional associations for their respective members. The Commissioner or his or her designee shall serve as ex-officio on the committee.

Amended by R.2005 d.110, effective April 4, 2005.

See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (b), substituted "11" for "10" in the first sentence.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (b), substituted "representatives from each of the major professional associations representing the following constituencies: five principals and supervisors, three superintendents and central office administrators" for "three principals, three chief school administrators, two supervisors".

6A:9-16.3 Implementation of the professional development requirement for school leaders

(a) Each school leader shall fulfill the professional development requirement through the creation, implementation, and completion of an individualized professional growth plan that:

1. Will align with the professional standards for school leaders set forth in N.J.A.C. 6A:9-3.4;
2. Will identify professional goals that address specific district or school needs;
 - i. Principals and supervisors will develop professional development goals in conjunction with the chief school administrator;
 - ii. Chief school administrators will identify goals with a peer review committee;
3. Will ground professional development activities in objectives related to improving teaching, learning, and student achievement; and
4. Will adhere to plan specifications to be developed by the State Advisory Committee on Professional Development for School Leaders.

(b) Each active school leader shall be required to provide evidence of plan fulfillment. Evidence shall include:

1. A narrative account detailing plan goals and their achievement; and
2. Documentation related to professional growth activities such as training, university coursework, job-embedded learning opportunities including action research and study groups.

(c) Leaders whose positions require a principal or supervisor endorsement shall be required to provide evidence of plan completion every three years to the chief school administrator. The initial three-year period shall extend from September 2005 to September 2008 with the 2004-2005 school year serving as a development year.

(d) Leaders whose positions require a chief school administrator's endorsement shall be required to provide evidence of completion of the professional growth plan to a peer review team every three to five years depending upon the chief school administrator's contract with the district board of education.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (c), rewrote the last sentence.

6A:9-16.4 Plan review and approval process for the professional growth plans for chief school administrators

(a) Each chief school administrator will develop a professional growth plan in consultation with a peer review committee which shall consist of three or more chief school administrators selected by each chief school administrator.

(b) The role of the peer review committee will be to provide support, review progress in plan implementation, review for assurance of compliance with the professional standards for school leaders referenced in N.J.A.C. 6A:9-3.4 and the professional development standards referenced in N.J.A.C. 6A:9-15.2(d) and recommend the certification of the successful completion of the professional growth plan to the New Jersey Association of School Administrators.

1. The New Jersey Association of School Administrators will coordinate the peer review process and certify the completion of the professional growth plans.
2. The New Jersey Association of School Administrators shall provide certification of both an administrator's plan initiation and completion to the school administrator's board of education.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Rewrote the introductory paragraph of (b); and in (b)2, deleted "documentation of" preceding "certification" and inserted "both" and "initiation and".

6A:9-16.5 Plan review and approval process for the professional growth plan for individual certified principals and supervisors

(a) Leaders who are certified as principals and supervisors will consult with the chief school administrator or designee to set goals for the professional growth plan.

(b) After identifying goals with the chief school administrator, principals and supervisors will submit their plans to a self-selected peer review committee comprised of three or

more school administrators for input, support, the review of progress in plan implementation and review for assurance of compliance with the professional standards for school leaders referenced in N.J.A.C. 6A:9-3.4 and the professional development standards referenced in N.J.A.C. 6A:9-15.2(d). The peer review committee shall recommend the certification of the successful completion of the professional growth plan to the chief school administrator.

(c) The chief school administrator will certify the development, implementation and successful completion of the professional growth plans.

Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a), inserted "or designee"; and rewrote (b).

6A:9-16.6 Monitoring responsibility

(a) To ensure that enforcement of the professional development requirement for school leaders reflects a policy of continuous monitoring, constructive support and timely intervention, the requirements for professional development shall also provide that:

1. The Department shall monitor compliance in implementing the regulations for professional development for school leaders through the annual evaluation process for school districts in accordance with N.J.A.C. 6A:30-1; and

2. The Department shall monitor and evaluate the effectiveness of the regulations in meeting the needs of practitioners, school district, and the State and prepare an annual report for the State Board providing information concerning the implementation of all the preceding provisions of this subchapter including those concerning the implementation of the professional development requirement; the review and approval of professional development, and monitoring and evaluation of the regulations.

Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)1, inserted "and" at the end; in (a)2, substituted "this subchapter" for "N.J.A.C. 6A:9-16" and a period for "; and"; and deleted (a)3.

SUBCHAPTER 17. STATE BOARD OF EXAMINERS' PROCEEDINGS

6A:9-17.1 Certificate holder

(a) For purposes of this subchapter, the term certificate holder shall include all individuals who hold certificates, credentials, CEs and CEASs issued by the State Board of Examiners.

(b) For purposes of this subchapter, the term certificate shall include all standard, emergency and provisional certificates, all credentials and all CEs and CEASs issued by the State Board of Examiners.

Amended by R.2006 d.170, effective May 15, 2006.

See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Made a stylistic change.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

Inserted designation (a); in (a), inserted "credentials,"; and added (b).

6A:9-17.2 Conduct barring candidate from certification

Notwithstanding that a candidate may meet all requirements for certification, the Board of Examiners may refuse to issue a certificate to that candidate if, based on the record before it, the Board of Examiners determines that, for reasons set forth in N.J.A.C. 6A:9-17.5, the candidate is not suitable for employment as a teaching staff member in the public schools.

6A:9-17.3 Candidates to provide information regarding criminal history

(a) As part of the application for certification, a candidate must advise the Office whether he or she has a record of conviction(s) for any crime or offense in New Jersey or any other state or foreign jurisdiction. Candidates who have been convicted shall complete a form approved by the Secretary setting forth the details of the conviction(s).

(b) The Board of Examiners shall review all information the candidate provides and determine whether the candidate's criminal history is such that he or she should not receive a certificate. In making its determination, the Board of Examiners shall consider the Rehabilitated Convicted Offenders Act, N.J.S.A. 2A:168A-1 et seq., and whether the crime(s) or offense(s) would be disqualifying under N.J.S.A. 18A:6-7.1 et seq.

Amended by R.2008 d.7, effective January 7, 2008.

See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a), inserted "or foreign jurisdiction".

6A:9-17.4 District reporting responsibility

(a) The chief school administrator of a district shall notify the Board of Examiners when:

1. Tenured teaching staff members who are accused of criminal offenses or unbecoming conduct resign or retire from their positions;

2. Nontenured teaching staff members who are accused of criminal offenses or unbecoming conduct resign, retire or are removed from their positions;

3. A certificate holder fails to maintain any license, certificate or authorization pursuant to N.J.A.C. 6A:9-4.1(b) that is mandated in order for the holder to serve in a position;

4. He or she becomes aware that a certificate holder has been convicted of a crime or criminal offense while in the district's employ; or

5. He or she has received a report from the Division of Youth and Family Services (DYFS) substantiating allegations of abuse or neglect or establishing "concerns" regarding a certificated teaching staff member.

(b) In the event that the Board of Examiners issues an order to show cause based on the information that the school district provided about the certificate holder, it shall be the responsibility of the reporting school district to cooperate with the Board of Examiners in any proceeding arising from the order to show cause.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Made a stylistic change in (a)2; and added (b).
Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)3, deleted "or" from the end; in (a)4, inserted "or criminal offense" and substituted "; or" for a period at the end; and added (a)5.

6A:9-17.5 Grounds for revocation and suspension of certification

The Board of Examiners may revoke or suspend the certificate(s) of any certificate holder on the basis of demonstrated inefficiency, incapacity, conduct unbecoming a teacher or other just cause. Other just cause shall include, but not be limited to, offenses within the terms of the forfeiture statute, N.J.S.A. 2C:51-2, or the disqualification statute, N.J.S.A. 18A:6-7.1. The Board of Examiners may revoke or suspend a certificate upon evidence that the holder did not meet the qualifications for the certificate at the time of issuance or no longer satisfies the criteria set forth in N.J.A.C. 6A:9-5.1(b). The Board of Examiners shall not revoke or suspend a certificate without providing the holder an opportunity to be heard pursuant to N.J.A.C. 6A:9-17.6.

Case Notes

Initial Decision (2008 N.J. AGEN LEXIS 294) adopted, which concluded that a high school teacher's comments in the classroom, involving the words "gay," "hickey," and "triple-X," while inappropriate, could not be interpreted as anything other than instantaneous or reflexive comments having no intent other than to make light of a situation or illustrate the students' inappropriate behavior, and, as such, warranted a one-year suspension of the teacher's certificates. In re Certificates of Zantow, OAL Dkt. No. EDE 459-07, State Board of Examiners Decision (July 17, 2008).

6A:9-17.6 Revocation or suspension of certificates

(a) The Board of Examiners may issue an order to show cause to a certificate holder if the Board of Examiners believes that the conduct of the holder may warrant the revocation or suspension of the certificate(s) held where:

1. The Commissioner transmits a contested case to the Board of Examiners that resulted in a teaching staff member's loss of tenure, dismissal, resignation or retirement;

2. Pursuant to N.J.A.C. 6A:9-17.4, the Board of Examiners receives information from a district that a teaching staff member no longer is employed in the district;

3. The Board of Examiners receives information regarding a certificate holder's criminal conviction or pending criminal charges;

4. The Board of Examiners receives notice that a teaching staff member who is certified in New Jersey and who also holds a teaching certificate in another state has had action taken against his or her certificate by the other state;

5. Pursuant to N.J.S.A. 9:6-8.10, the Division of Youth and Family Services (DYFS) forwards to the Board of Examiners a copy of a report in which DYFS has substantiated that a certificate holder has abused or neglected a student or a report in which DYFS identifies its concerns with the conduct of a teaching staff member;

6. Pursuant to N.J.S.A. 18A:6-7.3, the Commissioner notifies the Board of Examiners that an individual who holds New Jersey certification is disqualified from employment in public schools or has pending charges for an offense that is disqualifying;

7. A certificate holder fails to maintain any license, certificate or authorization that is mandated pursuant to N.J.A.C. 6A:9-4.1(b) in order for the holder to serve in a position; or

8. Pursuant to (b) below, an individual files a petition with the Board of Examiners seeking the revocation or suspension of a certificate holder's certificate.

(b) The following procedures shall apply to persons filing a petition pursuant to (a)8 above:

1. The person filing the petition shall submit to the Secretary a sworn statement that he or she has firsthand knowledge supporting the charges set forth in the petition and shall furnish evidence of proof of service of the petition on the other party or parties involved;

2. Upon receipt of the petition, the Secretary shall notify the certificate holder that the holder shall file a response within 30 days of the mailing date of the Secretary's notice; and

3. The Board of Examiners shall review the petition and response to determine whether to issue an order to show cause. In the event that the Board of Examiners issues an order to show cause, the Board of Examiners shall be the petitioner in the ensuing revocation or suspension proceeding. The party filing the petition pursuant to (b)1 above shall have the responsibility to cooperate with the Board of Examiners after it issues the order to show cause.

(c) Nothing in the foregoing shall preclude the Board of Examiners from issuing an order to show cause on its own initiative when the Board of Examiners has reason to believe that grounds for revocation or suspension of a certificate exist.

(d) If the Board of Examiners issues an order to show cause pursuant to (a) above, the school district employing the certificate holder at the time of the conduct at issue shall cooperate with the Board of Examiners in any proceeding arising from the order to show cause.

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

In (b)3, added the last sentence; and added (d).
Amended by R.2008 d.7, effective January 7, 2008.
See: 39 N.J.R. 3441(a), 40 N.J.R. 113(b).

In (a)3, inserted "or pending criminal charges"; in (a)6, inserted "or has pending charges for an offense that is disqualifying"; and in (b)2, inserted "mailing".

Case Notes

Persistently and knowingly responding in an untruthful, evasive manner to district administrators attempting to investigate a very serious situation cannot be viewed as anything other than insubordinate; accordingly, teachers were dismissed from tenured employment and all three matters were referred to the State Board of Examiners pursuant to N.J.A.C. 6A:9-17.6(a)(1) for appropriate action (adopting 2007 N.J. AGEN LEXIS 257). In re Tenure Hearing of Duran, OAL Dkt. Nos. EDU 6754-06, EDU 6887-06 and EDU 6957-06, 2007 N.J. AGEN LEXIS 499, Commissioner's Decision (July 5, 2007).

6A:9-17.7 Procedures for revoking or suspending a certificate

(a) After review of the information received pursuant to N.J.A.C. 6A:9-17.6, the Board of Examiners shall determine by public vote whether to initiate a revocation or suspension proceeding. In those cases where the Board of Examiners moves for revocation or suspension, the Secretary, on behalf of the Board of Examiners, shall issue an order to show cause that states the specific charges that form the basis of the revocation or suspension proceeding.

(b) The certificate holder shall file an answer with the Board of Examiners no later than 30 days from the date of mailing of the order to show cause. The answer may not generally deny the charges, but must respond specifically to each allegation.

(c) If the certificate holder does not file an answer within 30 days, the Secretary shall send a second notice affording an additional response time of 15 days from the date of mailing of the second notice. The second notice shall also advise the certificate holder that, should the Board of Examiners not receive any response within that time, the allegations against the certificate holder as set forth in the order to show cause shall be deemed admitted and that the Board of Examiners shall proceed to a decision on the allegations in the order to show cause on the basis of the evidence before it.

(d) If the certificate holder files an answer and there are material facts in dispute, the Board of Examiners shall either hear the matter directly or transmit the matter to OAL for a hearing. The hearings at OAL shall be heard in accordance with the Administrative Procedure Act, N.J.S.A. 52:14B-1 et seq. and the Uniform Administrative Procedure Rules, N.J.A.C. 1:1.

(e) If the certificate holder files an answer and no material facts appear to be in dispute, the Secretary shall send the certificate holder a hearing notice informing him or her of the opportunity to submit written briefs, affidavits and other supporting documentation for the Board of Examiners' consideration. The certificate holder shall submit 21 copies of all response papers within 30 days from the date of mailing of the hearing notice.

(f) After receipt of the written submissions pursuant to (e) above, the Secretary will place the matter on the Board of Examiners' agenda and notify the certificate holder of the date the Board of Examiners will consider the matter. The notice will advise the certificate holder whether his or her appearance is necessary.

(g) The Board of Examiners may transmit the matter to OAL if, after review of the written submissions, the Board of Examiners determines that there are material facts in dispute. The Board of Examiners may identify the specific issues OAL shall consider.

(h) In all cases, the Board of Examiners shall clearly articulate the findings of fact upon which its decision was based. If the Board of Examiners has decided a matter solely on the papers, it shall set forth the reasons it deemed summary decision appropriate.

(i) The Office may refuse to issue a new certificate to a certificate holder who is otherwise eligible for the additional certificate if the certificate holder is the subject of a pending action to revoke or suspend his or her certificate(s) pursuant to N.J.A.C. 6A:9-17.7.

(j) Upon application of the certificate holder for an extension of time, the Secretary may extend the time for filing the answer pursuant to (b) above or for filing the hearing brief pursuant to (e) above, provided that the application for the extension is requested prior to the expiration of the 30 days for filing the answer or the hearing brief.

Amended by R.2005 d.110, effective April 4, 2005.
See: 36 N.J.R. 5044(a), 37 N.J.R. 1060(a).

In (e), inserted "within 30 days from the date of mailing of the hearing notice" following "all response papers".

Amended by R.2006 d.170, effective May 15, 2006.
See: 37 N.J.R. 4612(a), 38 N.J.R. 2126(a).

Made a stylistic change in (d); and added (j).

6A:9-17.8 Revoked and suspended certificates

(a) If the Board of Examiners orders the revocation or suspension of a certificate, the holder shall surrender it to the Secretary within 30 days after mailing of the revocation or suspension order.

(b) After the Board of Examiners has revoked or suspended a certificate, the Secretary shall notify:

1. The 50 states and territories and other such agencies that are part of the Interstate Certification Project;

2. The county superintendents of schools;
3. Appropriate governmental pension and annuity funds, or retirement services;
4. The chief school administrator in the employing district; and
5. Any other agency or entity as may be required by law.