

CHAPTER 9

PROFESSIONAL LICENSURE AND STANDARDS

Authority

N.J.S.A. 18A:1-1, 18A:4-15, 18A:6-34, 18A:6-38 and 18A:26-10.

Source and Effective Date

R.2004 d.28, effective January 20, 2004.
See: 35 N.J.R. 4352(a), 36 N.J.R. 469(a).

Chapter Expiration Date

Chapter 9, Professional Licensure and Standards, expires on January 20, 2009.

Chapter Historical Note

Chapter 9, Professional Licensure and Standards, was adopted as R.2004 d.28, effective January 20, 2004. See: Source and Effective Date.

CHAPTER TABLE OF CONTENTS

SUBCHAPTER 1. SCOPE AND PURPOSE

- 6A:9-1.1 Scope
- 6A:9-1.2 Purpose

SUBCHAPTER 2. DEFINITIONS

- 6A:9-2.1 Definitions

SUBCHAPTER 3. PROFESSIONAL STANDARDS FOR TEACHERS AND SCHOOL LEADERS

- 6A:9-3.1 Purpose
- 6A:9-3.2 Scope
- 6A:9-3.3 Professional standards for teachers
- 6A:9-3.4 Professional standards for school leaders

SUBCHAPTER 4. STATE BOARD OF EXAMINERS

- 6A:9-4.1 General
- 6A:9-4.2 Powers and duties

SUBCHAPTER 5. GENERAL CERTIFICATION POLICIES

- 6A:9-5.1 Certificate required
- 6A:9-5.2 Certificates—general
- 6A:9-5.3 Interstate contracts
- 6A:9-5.4 Fees
- 6A:9-5.5 Assignment of titles
- 6A:9-5.6 Oath of allegiance required
- 6A:9-5.7 Citizenship requirement
- 6A:9-5.8 Minimum degree and age requirement
- 6A:9-5.9 Examination in physiology, hygiene and substance abuse issues requirement
- 6A:9-5.10 Certification of veterans
- 6A:9-5.11 Validation of college degrees and college professional preparation
- 6A:9-5.12 Recognition of advanced standing in a college
- 6A:9-5.13 Course information
- 6A:9-5.14 Equivalency of work taken in other countries
- 6A:9-5.15 Exchange teachers
- 6A:9-5.16 Issuance of a certificate
- 6A:9-5.17 Replacement of lost certificates
- 6A:9-5.18 Persons assigned to coach swimming
- 6A:9-5.19 Athletics personnel

- 6A:9-5.20 Computer literacy
- 6A:9-5.21 Conditional certificate to teach a world language
- 6A:9-5.22 Structured learning experiences/career orientation coordination

SUBCHAPTER 6. TYPES OF CERTIFICATES

- 6A:9-6.1 Standard certificate
- 6A:9-6.2 Provisional certificate
- 6A:9-6.3 Emergency certificate
- 6A:9-6.4 Certificate of eligibility
- 6A:9-6.5 County substitute credential
- 6A:9-6.6 Limited certificate for foreign teachers

SUBCHAPTER 7. PARAPROFESSIONAL APPROVAL

- 6A:9-7.1 Paraprofessional approval

SUBCHAPTER 8. REQUIREMENTS FOR INSTRUCTIONAL CERTIFICATE

- 6A:9-8.1 Requirements for certificates of eligibility
- 6A:9-8.2 Requirements for the provisional certificate
- 6A:9-8.3 Requirements for State-approved district training programs
- 6A:9-8.4 Requirements for local mentor plan
- 6A:9-8.5 Requirements for nonpublic school training programs
- 6A:9-8.6 Evaluation of provisional teachers
- 6A:9-8.7 Recommendation for certification of provisional teachers
- 6A:9-8.8 Requirements for the standard certificate

SUBCHAPTER 9. INSTRUCTIONAL CERTIFICATES

- 6A:9-9.1 Authorizations—general
- 6A:9-9.2 Endorsements and authorizations

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
- 6A:9-10.2 Curriculum for teacher preparation programs
- 6A:9-10.3 Supervision of practicum students
- 6A:9-10.4 Post-baccalaureate and graduate-level teacher preparation programs

SUBCHAPTER 11. EXCEPTIONS TO REQUIREMENTS FOR THE INSTRUCTIONAL CERTIFICATE

- 6A:9-11.1 Preschool through grade 3 certification requirements
- 6A:9-11.2 Vocational-technical education certification requirements
- 6A:9-11.3 Special education
- 6A:9-11.4 Bilingual/bicultural education
- 6A:9-11.5 English as a second language
- 6A:9-11.6 Driver education
- 6A:9-11.7 Military science
- 6A:9-11.8 Health and physical education
- 6A:9-11.9 Physical science
- 6A:9-11.10 World languages
- 6A:9-11.11 Elementary school with subject matter specialization
- 6A:9-11.12 Swimming and water safety
- 6A:9-11.13 Technology education

SUBCHAPTER 12. REQUIREMENTS FOR ADMINISTRATIVE CERTIFICATION

- 6A:9-12.1 Use of requirements
- 6A:9-12.2 College degrees
- 6A:9-12.3 Authorization
- 6A:9-12.4 School administrator
- 6A:9-12.5 Principal
- 6A:9-12.6 Supervisor
- 6A:9-12.7 School business administrator

SUBCHAPTER 13. REQUIREMENTS FOR EDUCATIONAL SERVICES CERTIFICATION

- 6A:9-13.1 Qualifications/general provisions
- 6A:9-13.2 Substance awareness coordinator
- 6A:9-13.3 School nurse
- 6A:9-13.4 School nurse/non-instructional
- 6A:9-13.5 School social worker
- 6A:9-13.6 Speech-language specialist
- 6A:9-13.7 Director of school counseling services
- 6A:9-13.8 School counselor
- 6A:9-13.9 School psychologist
- 6A:9-13.10 Learning disabilities teacher-consultant
- 6A:9-13.11 School occupational therapist
- 6A:9-13.12 School physical therapist
- 6A:9-13.13 Reading specialist
- 6A:9-13.14 School library media specialist
- 6A:9-13.15 Associate school library media specialist
- 6A:9-13.16 Professional librarian
- 6A:9-13.17 School athletic trainer
- 6A:9-13.18 Educational interpreter
- 6A:9-13.19 Cooperative education coordinator—hazardous occupations
- 6A:9-13.20 Cooperative education coordinator
- 6A:9-13.21 County apprenticeship coordinator
- 6A:9-13.22 (Reserved)

SUBCHAPTER 14. ACTING ADMINISTRATORS

- 6A:9-14.1 General provisions

SUBCHAPTER 15. REQUIRED PROFESSIONAL DEVELOPMENT FOR TEACHERS

- 6A:9-15.1 General provisions
- 6A:9-15.2 Amount, duration and content of required continuing professional development
- 6A:9-15.3 Procedures for implementation of professional development
- 6A:9-15.4 Compliance, enforcement and assistance
- 6A:9-15.5 Monitoring responsibility
- 6A:9-15.6 Future role(s) of the Professional Teaching Standards Board to create standards of professional conduct and performance

SUBCHAPTER 16. REQUIRED PROFESSIONAL DEVELOPMENT FOR SCHOOL LEADERS

- 6A:9-16.1 General provisions
- 6A:9-16.2 State Advisory Committee on Professional Development for School Leaders
- 6A:9-16.3 Implementation of the professional development requirement for school leaders
- 6A:9-16.4 Plan review and approval process for the professional growth plans for chief school administrators
- 6A:9-16.5 Plan review and approval process for the professional growth plan for individual certified principals and supervisors
- 6A:9-16.6 Monitoring responsibility

SUBCHAPTER 17. STATE BOARD OF EXAMINERS' PROCEEDINGS

- 6A:9-17.1 Certificate holder
- 6A:9-17.2 Conduct barring candidate from certification
- 6A:9-17.3 Candidates to provide information regarding criminal history
- 6A:9-17.4 District reporting responsibility
- 6A:9-17.5 Grounds for revocation and suspension of certification
- 6A:9-17.6 Revocation or suspension of certificates
- 6A:9-17.7 Procedures for revoking or suspending a certificate
- 6A:9-17.8 Revoked and suspended certificates
- 6A:9-17.9 Suspension of certificates for failure to give notice of intention to resign
- 6A:9-17.10 Application for certification after revocation
- 6A:9-17.11 Relinquishment of certificate without order to show cause
- 6A:9-17.12 Voluntary surrender of certificates
- 6A:9-17.13 Substitution of alternate education and/or experience
- 6A:9-17.14 Public discussion of alternative education and/or experience

- 6A:9-17.15 Rendering of decisions on applications for substitution
- 6A:9-17.16 Substitution of alternative education and/or experience prohibited
- 6A:9-17.17 Appeal of certification decision of the Office
- 6A:9-17.18 Appeal of "disapproved" or "insufficient" recommendations for standard certification
- 6A:9-17.19 Motions
- 6A:9-17.20 Motions for reconsideration
- 6A:9-17.21 Motions for stay
- 6A:9-17.22 Briefs
- 6A:9-17.23 Appeal of Board of Examiners decisions

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.

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. PARAPROFESSIONAL APPROVAL

6A:9-7.1 Paraprofessional approval

(a) The county superintendent may approve school aides and/or classroom aides who assist in the supervision of pupil

activities under the direction of a principal, teacher or other designated certified professional personnel.

(b) In order to employ a paraprofessional, the district board of education shall develop a job description and standards for each appointment. The description and standards shall be based on the district's needs and shall include:

1. The duties to be performed;
2. The types of proficiencies needed;
3. The academic and/or experience qualifications;
4. The arrangement for supervision of the aide; and
5. The compensation.

(c) The chief school administrator shall submit the job description and standards in (b) above to the county superintendent for approval. The county superintendent shall review the description and standards proposed for classroom aide positions. If, after review of the description and standards, the county superintendent determines that the district requires the paraprofessional position, he or she shall approve the district's use of the position and notify the district board of education in writing of the approval.

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;
3. For subject area endorsements, complete 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 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 who graduates on or after September 1, 2004 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.

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.

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; and

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

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

(a) Each district board of education shall be authorized to employ a provisional teacher 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 full-time clinical experience of no less than 20 days duration shall be provided by in-district personnel as described and approved in the 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 shall take place prior to the time at which the novice teacher takes full responsibility for a classroom. This clinical experience shall provide high quality pre-professional support, instruction and clinical experiences and study 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).

2. On-going mentoring of the provisional teacher shall take place over a period of 30 weeks 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 administrator shall observe and formally evaluate the provisional teacher in accordance with N.J.A.C. 6A:9-8.6 and 8.7.

4. Approximately 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:9-7.1(b).