


## MEMORANDUM

To: Local Superintendents of Education, Officials of Eligible Non-public Schools, and All Other Education Stakeholders

From: Dr. Cory M. Murphy, Executive Director   
Office of Teaching and Leading

Date: Tuesday, March 27, 2018

Subject: Notice of Acceptance of Continuing Education Units (CEUs) Earned During Certain Renewal Cycles Prior to the Return of the Licensure Renewal Role and Responsibility to the MDE's Office of Educator Licensure

On Friday, July 14, 2017, the Mississippi Department of Education (MDE) discontinued the practice of having it be the local school district's role and responsibility for renewing standard Mississippi educator licenses. Thereafter, the MDE required educators to mail completed applications for renewal with the original certificates bearing the required number of earned continuing education units and/or required number of coursework credit hours on an official sealed transcript (official transcripts may also be submitted electronically via ELMS if the institution of higher education uses eScript) to the Office of Educator Licensure.

Upon receipt of renewal applications, the Office of Educator Licensure discovered many examples of professional learning activities that educators did not complete within the established licensure renewal policy. Rather than deny these renewal requests, beginning March 27, 2018, the Office of Educator Licensure will, ***on a temporary basis***, accept ***all professional learning completed between July 1, 2013 through June 30, 2017 if earned during the educator's licensure renewal cycle which can be found in the bottom left corner of the Mississippi Educator License***. The MDE reserves the right and authority to question the authenticity, refuse to accept, and/or request additional verification regarding any documentation submitted to the Office of Educator Licensure for the purposes of licensure renewal.

Renewal applications and supporting documents meeting the criteria outlined herein will be accepted through June 30, 2019. This provision **does not apply** to educators who renewed their educator license prior to July 1, 2017 or the date of this notice. Further, this provision **does not apply** to educators with a renewal cycle beginning July 1, 2017 and thereafter.

Please continue to encourage educators to engage in professional learning that is intended for improving practice. One suggestion would be to seek professional learning opportunities that target areas for growth as identified using the Mississippi Educator and Administrator Professional Growth System.

When determining whether a professional learning opportunity completed by an educator for the purpose of licensure renewal is acceptable, it is MDE's practice to apply the following questions:

- How does the selected professional learning opportunity improve the teacher's knowledge and skills related to the role(s) in which he/she is serving? In essence, how will the professional learning opportunity improve teaching practice that will ultimately yield better student learning outcomes?
- How will the professional learning activity improve and sustain the professional growth of teachers?

Please assist us with disseminating the contents of this memorandum to all teachers, and do not hesitate to contact a member of the Educator Licensure team for assistance via telephone at (601) 359-3483. As always, we appreciate and value the opportunity to serve you.

c: Dr. Paula A. Vanderford