

**OFFICE OF CHIEF ACCOUNTABILITY OFFICER**  
**Summary of State Board of Education Agenda Items**  
**Consent Agenda**  
**January 18, 2018**

**OFFICE OF TEACHING AND LEADING**  
**OFFICE OF SECONDARY EDUCATION**

- B. Begin the Administrative Procedure Act process: To establish and revise CTE licensure guidelines and endorsement codes as approved by the Commission on Teacher and Administrator Education, Certification and Licensure and Development

**Executive Summary**

- A. The Office of Secondary Education is requesting approval to make revisions to the following endorsement code:

971 Career Pathway: Teacher Academy

The Office of Career and Technical Education would like to clarify and maintain a licensure requirement regarding National Board Teacher Certification.

- B. The Office of Secondary Education is requesting approval to make revisions to the CTE Licensure Guidelines' Special Notes Page.

The Office of Career and Technical Education is requesting to revise the special notes section for clarification of guidelines.

- C. The Office of Secondary Education is requesting approval of a new endorsement code. The area is Career Pathway: Aquaculture.

Aquaculture technology is an instructional program designed to prepare students to enter occupations related to the field. Upon completion of the two-year program, graduates may become employed at the entry level or further pursue the field through a postsecondary program. The concepts taught in this program include aquatic animals and plants, basic water management, hatchery and culture methods, and aquatic farm management. Industry standards were adapted from the *Career Cluster*

*Resources for Agriculture, Food, and Natural Resources*, which is copyrighted by the National Association of State Directors of Career Technical Education.

The curricula and courses for this program of study are undergoing revisions and updates. Licensure requirements have been modified to align with programs of study revisions. A primary change for all applicants is completion of a required program of study certification.

Recommendation: Approval

Back-up material attached

Mississippi Department of Education  
Office of Educator Licensure

*Guidelines and Clarification of Requirements for Issuance of  
Career and Technical Education (Occupational Educator) Licenses*

## 987 Career Pathway: Digital Media Technology

**This endorsement licenses a person to teach the following secondary**

**courses:**

- 994100 Digital Media Technology I
- 994101 Digital Media Technology II
- 994108 Orientation to Digital Media
- 994109 Fundamentals of Digital Media
- 994110 Theory and Applications of Digital Media I
- 994111 Theory and Applications of Digital Media II

### **Minimum Requirements for this Endorsement:**

#### **1. Education**

- Hold a two-year college degree or higher from an accredited institution of higher education.

#### **2. Technology Literacy and Related Assessment of that Competency**

- Applicant must validate technology competency by attaining the established minimum score or higher on an assessment approved by the Mississippi Department of Education (MDE). Approved assessments for this license are IC3 or other approved MDE substitute.

#### **3. Occupational Experience and Related Assessment of that Experience**

- Applicants with an associate degree must have at least two years of verifiable occupational experience in the past ten years. Experience must be appropriate to the subject to be taught.
- Applicants with a bachelor or higher degree must have at least one year of verifiable occupational experience in the past ten years. Experience must be appropriate to the subject to be taught.

**This endorsement requires the following assessment(s) of occupational expertise:**

- Complete Approved Training in Final Cut Pro
- AND
- Earn Adobe Certified Associate Certification in all the following areas:
    - ~~Web Communication~~
    - Rich Media Communication
    - Visual Communication
- OR
- Other teacher occupational competency assessment(s) approved by MDE Office of Career and Technical Education.

#### **4. Teacher Education Preparation and Related Assessment(s) of that Education**

- Applicant must enroll immediately in Vocational Instructor Preparation (VIP) program. **(Exception: Those teachers that have a currently valid five-year license or have completed an alternate route program do not have to enroll in VIP.)**

- Applicant must complete the individualized professional development plan (PDP) requirements of the VIP program prior to the expiration date of the three-year Career & Technical license.
- Applicant must successfully complete a Certification for online learning workshop, module, or course that is approved by the Mississippi Department of Education.
- Applicant must successfully complete the Digital Media Technology Certification workshop, module, or course that is approved by the Mississippi Department of Education.

**Note: If the applicant meets all requirements listed above, that applicant will be issued a 987 endorsement—a five-year license. If the applicant does not meet all requirements, the applicant may be issued a three-year endorsement (license), and all requirements stated above must be satisfied prior to the ending date of that license.**

### **971 Career Pathway: Teacher Academy**

**This is an “add on” endorsement that may be earned only by persons who hold a bachelor’s degree from an accredited college or university and holds a currently valid 5-year standard Mississippi Educator License.**

**A #971 endorsement allows a person to teach:**

- 996300 Teacher Academy I
- 996301 Teacher Academy II
- 996302 Foundations of an Educator
- 996303 Practices of an Educator
- 996304 Exploring Diversities and Communication
- 996305 Progressive Practices of Teacher Academy

**This endorsement requires the following:**

1. Applicant must hold a bachelor’s degree (or higher) from an accredited college or university and hold a currently valid 5-year standard teaching license in Mississippi.
2. Applicant must ~~have completed or be in the process of completing the National Board Teacher Certification process~~ hold and maintain National Board Teacher Certification.
3. Applicant must validate technology competency by attaining the established minimum score or higher on an assessment approved by the Mississippi Department of Education (MDE). The assessment must be directly related to technology competency required by the grade level and subject matter being taught. Approved assessments for this license are IC3 or other approved MDE substitute.
4. Applicant must successfully complete a Certification for an online learning workshop, module, or course that is approved by the MDE.

5. Applicant must successfully complete the Teacher Academy Certification workshop, module, or course that is approved by the MDE.

**Note: If the applicant meets all requirements listed above, that applicant will be issued a 971 endorsement—a five-year license. If the applicant does not meet all requirements, the applicant may be issued a three-year endorsement (license), and all requirements stated above must be satisfied prior to the ending date of that license.**

**Note: The applicant must have completed the National Board Teacher Certification process to receive a five – year 971 endorsement.**

### Special Notes

1. All coursework required for any educator license or endorsement in this manual must:
  - a) be presented on an official academic transcript from an accredited educational institution and
  - b) have a grade of “C” or higher.
2. If workshops or education modules are taken to fulfill any requirement for any license or endorsement in this manual, the applicant must provide proof of completion.
- ~~3. Applicants that hold a “Technical Certificate” from an accepted institution may be granted a three-year license with proof from an accepted institution that the student will complete the requirements for an “Associate of Arts” degree before the end of the three-year license period.~~
3. Continuing Education Units or Courses completed for renewal of a license will meet the requirements for renewal of all Career & Technical Licenses or Endorsements held by an individual.
4. If the applicant meets all requirements listed, they will be issued a five-year License. If the applicant meets the educational and occupational experience requirements, but does not meet all other requirements, the applicant may be issued one (1) three-year license for a given license code; all requirements stated for the license must be satisfied prior to the ending date of that three – Year license.
- ~~5. Hours outside a major area can be accepted with an “Institutional Recommendation”.~~
5. Applicants who have successfully completed Student Teaching/Teaching Internship are not required to complete Vocational Instructor Preparation (VIP)

### Definitions:

Non-Education Degree – A Bachelor’s degree that does not include Student Teaching

Student Teaching or Teaching Internship – A college course or courses in which the student participates in a directed teaching experience with a mentor teacher

Technical Certificate – A certification of successful completion of a course of study that normally does not include “Academic” course work and is completed in less than four semesters. This is a guide for use in the Office of Educator Licensure and the Office of Career and Technical Education at the Mississippi Department of Education. This guide is distributed via the Mississippi Department of Education website through the Office of Educator Licensure.

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