

Kansas Administrative Regulations

State Department of Education

Article 1.—Certificate Regulations

91-1-212. Restricted licenses.

(a) An individual may apply for a restricted teaching license or a restricted district leadership license.

(b) Each restricted teaching license shall be valid for three years from the date of issuance and shall be issued for one or more of the following levels:

- (1) Early childhood (birth through grade 3);
- (2) early childhood through late childhood (kindergarten through grade 6);
- (3) late childhood through early adolescence (grades 5 through 8);
- (4) early adolescence through late adolescence and adulthood (grades 6 through 12); or
- (5) early childhood through late adolescence and adulthood (prekindergarten through grade 12).

(c) Each restricted district leadership license shall be valid for three years from the date of issuance and shall be issued for all levels.

(d) Restricted teaching license.

(1) Each applicant for a restricted teaching license shall submit to the state board the following:

- (A) An application for a restricted teaching license and the appropriate fee;
- (B) an official transcript or transcripts verifying completion of an undergraduate or graduate degree in the content area in which the restricted license is sought;
- (C) verification of a minimum 2.50 cumulative grade point average;
- (D) documentation of the following:
 - (i) The local education agency has exhausted reasonable attempts to locate and hire a licensed person for the position which the applicant is to fill;
 - (ii) the local education agency will employ the applicant if the license is issued;

(iii) the local education agency will assign a licensed teacher with three or more years of experience to serve as a mentor for the applicant; and

(iv) the local education agency has collaborated with a Kansas teacher education institution regarding the program the applicant will pursue to obtain full licensure, and the agency will provide accommodations to the applicant, including release time, in order to work with the mentor teacher and to complete coursework needed for full licensure; and

(E) a statement from the licensing officer of a Kansas teacher education institution attesting to the following:

(i) The applicant has on file a written plan that will qualify the applicant for full licensure in the content area for which the restricted certificate is sought;

(ii) the plan for program completion can be completed in not more than three years and contains a specific designation of the coursework that is to be completed each year;

(iii) the program provided to the applicant will meet the institution's approved program standards;

(iv) the institution will provide the applicant with on-site support at the employing local education agency, including supervision of the applicant's internship; and

(v) the institution has collaborated with the employing local education agency concerning the applicant's program.

(2) Each local education agency that employs a person holding a restricted teaching license shall submit to the commissioner of education a progress report before July 1 of each year during the effective period of the restricted license. This progress report shall include the following:

(A) Verification that the applicant has attained passing scores on content assessment required by the state board of education by the end of the second year;

(B) verification from the chief administrative officer of the employing local education agency attesting to the following information:

(i) The applicant's contract will be renewed; and

(ii) the local education agency will continue to assign an experienced mentor teacher to the applicant and provide accommodations to the applicant to work with the mentor teacher and to complete the applicant's plan for full licensure;

(C) a statement from the licensing officer of the applicant's teacher education institution attesting to the following:

(i) The applicant has made appropriate progress toward completion of the applicant's plan to qualify for full certification; and

(ii) the institution will continue to provide the applicant with on-site support, as necessary; and

(D) an official transcript verifying that the applicant has attained at least a 2.50 GPA in those courses specified in the applicant's plan for full licensure.

(e) Restricted district leadership license.

(1) Each applicant for a restricted district leadership license shall submit to the state board the following:

(A) An application, with appropriate fees, for the restricted district leadership license;

(B) verification of either three years of accredited teaching experience under an appropriate valid professional license or five years of related leadership experience;

(C) an official transcript verifying that the applicant holds a graduate degree;

(D) verification of a minimum 3.25 cumulative GPA in graduate coursework;

(E) verification from the chief administrative officer or the president of the board of education of an accredited or approved local education agency attesting to the following:

(i) The local education agency has exhausted reasonable attempts to locate and hire a licensed person for the position that the applicant is to fill;

(ii) the local education agency will employ the candidate if the restricted district leadership license is issued;

(iii) the local education agency has collaborated with a Kansas teacher education institution regarding the candidate:

(iv) the local education agency has an agreement with an experienced district administrator holding a similar assignment to serve as a mentor for the candidate; and

(v) the local education agency will provide release time for the candidate to work with the administrator mentor and to work on progress toward program completion; and

(F) verification from the licensing officer at a Kansas teacher education institution attesting to the following:

(i) The institution will provide a program for the candidate that leads to the conditional license in district leadership that can be completed within a three-year time limit;

(ii) the applicant has on file a plan for program completion for the restricted district leadership license with a specific timeline detailing coursework to be completed successfully each year;

(iii) the institution will provide a program equivalent to the institution's approved program, but may choose to modify the delivery model;

(iv) the institution is collaborating with the school district providing employment; and

(v) the institution will provide the candidate with on-site support.

(2) Each local education agency that employs a person holding a restricted district leadership license shall submit to the commissioner of education a progress report before July 1 of each year during the effective period of the restricted license. This progress report shall include the following:

(A) Verification of completion of a school leadership assessment prescribed by the state board by the end of the second year;

(B) a statement from the chief administrative officer of the employing local education agency attesting to the following:

(i) The local education agency will offer an additional year of employment to the candidate; and

(ii) the local education agency will continue to assign a mentor and provide release time;

(C) verification from the licensing officer of the applicant's teacher education institution attesting to the following:

(i) Normal progress has been made by the candidate of the deficiency plan for the restricted district leadership license;

(ii) an official transcript verifies that the candidate has maintained a 3.25 GPA in program courses; and

(iii) the institution will continue to provide the candidate with on-site support.

(f) This regulation shall expire on June 30, 2003.

(Authorized by and implementing Article 6, Section 2(a) of the Kansas Constitution;
effective Sept. 13, 2002.)

***** Authenticated Kansas Administrative Regulation *****