



**NEW MEXICO**

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**Public Education Department**

# NMCEL Summer Conference

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Seana Flanagan, Educator Quality Division Director

July 25, 2019

# Topics

- Educator Quality Division Org Chart
- Licensure Updates
- Educator Growth and Development Updates
- Educator Preparation Updates
- Questions

**Educator Quality Division:  
Seana Flanagan, Division Director**

**Licensure and Backgrounds:  
Rebecca Reyes, Director**

**EPP Support and Accountability:  
Dr. Becky Kappus, Manager**

**Educator Growth and  
Development:  
Danielle Gothie, Director**

**Licensure Consultants**

**Backgrounds  
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**Educator Growth and  
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**Veronica  
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**Jenna  
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# Endorsement Waivers

# Endorsement Waivers

When a satisfying emergency exists in a school district or non-public school, individuals who do not possess all the qualifications for endorsements **may**, at the request of an employing district, be issued initial certificate of waiver by the Director.

Waivers must be submitted within 60 days from the start of the school year or 60 days from the start of the educators contract.

# Initial Endorsement Waiver

- Submit initial Endorsement waiver request
- Submit a Detailed Plan completed and signed by the educator and principal
- Supporting documents of current classes taken or registered for towards endorsement
- Proof of recruitment

**NOTE:** Applications must be submitted within 60 days from the start of the school year, or 60 days of the start of the contract.

Application and plan are on the website

# Renewal Endorsement Waiver

- Submit Renewal Endorsement waiver request
- Submit a Detailed Plan completed and signed by the educator
- Supporting documents of current classes taken or registered for towards endorsement
- Submit proof of classes passed or proof of passing exam for prior year progress
- Proof of recruitment

**NOTE:** Applications must be submitted within 60 days from the start of the school year, or 60 days of the start of the contract.

Renewal form and plan are on the website

# Processing Requirements

- Must have earned a rating of effective or higher on the most recent summative report
- Cannot have a waiver for more than 3 years
- If an educator doesn't have a summative report CAN get approved for a waiver as long as all documents provided
- Waivers don't transfer, the new school must re-submit for them



# Policy Change: Endorsement Waivers Beginning School Year 2019-2020

The Licensure Bureau will no longer receive endorsement waiver applications for the following endorsements:

- TESOL
- Bilingual
- Modern & Classical Languages

These waivers will now be reviewed and approved through the Language and Culture Bureau

# Language and Culture Endorsement Waiver

- Submit Endorsement waiver request
- Submit a Detailed Plan completed and signed by the educator, principal and district language program director
- Supporting documents
- Proof of recruitment
- Proof of language proficiency (does not include NALC)

**NOTE:** Applications must be submitted within 60 days from the start of the school year, or 60 days of the start of the contract.

**Applications will be available on the NMPED website on the waiver page.**

Post Secondary Licensure Application  
VS.  
Reciprocity Licensure Application

# Using the Resources at Hand

When you need a teacher to:

- Teach a new course
- Teach additional courses
- Teach a different grade level

Where is the best place to find this person?

In your district

In your community

# Using the Resources at Hand

- Add-Additional endorsement to an existing license
- Pre K-12 Specialty License
- Middle Level License (Grades 5-9)
- Alternative Licensure
- Endorsement Waiver

# Adding an Endorsement

- The first endorsement on an initial license must meet the following requirements:
  - 24-36 hours in the endorsement area\*, and
  - Passage of the content knowledge exam

Additional endorsements may be added by any of the following\*\*:

- coursework (24-36 hours)\* **OR**
- exam **OR**
- national board

**\*12 of the hours must be upper division for a secondary or Pre K-12 license**

**\*\*Gifted and Bilingual Endorsements require both coursework and content knowledge assessment**

# Adding an Endorsement to an Existing License

- Coursework\*\*
- Content Knowledge Assessment\*\*
- What needs to be submitted:
  - Endorsement application
  - \$95.00 fee in cashier's check or money order
  - Official sealed transcripts for coursework
  - Passing score on content knowledge assessment
  - National Board Certification

\*\*Gifted and Bilingual Endorsements require both coursework and content knowledge assessment

# Endorsements for Alternative Licenses

- Educator must have the credit hours in order for endorsement to be added to the license
- Educator will have 2 years to complete the CKA exam
- Educator may apply for additional endorsements if they plan to take the exam at a later date, but will need to inform PED once they pass the exam

Educator must pass the exam within 1 year from the date of application for those who don't have the hours



# Endorsements

- Agriculture (no exam) 82
- Bilingual 67
- Business Education (no exam) 47
- Family and Consumer Sciences 72
- Gifted Education 09
- Health 04
- Social Studies (Mid-Level and High School) 10
- Information Technology Coordinator (no exam) 45
- Language Arts (Mid-Level and High School) 20
- Library Media 07
- Mathematics (Mid-Level and High School) 51
- Modern and Classical Languages 60
- Performing Arts (Music Only) 90
- Physical Education 05
- Psychology (no exam) will accept PRAXIS 08
- Reading 24
- Science (Mid-Level and High School) 32
- TESOL 27
- Technology Education (no exam) 03
- Visual Arts (Art only) 01

# Pre K-12 Specialty License

- Allows the educator to teach subjects they are endorsed in at any grade level
- Does not allow the educator to teach in a self contained elementary classroom

Who can qualify?  
Special Education  
Elementary  
Secondary

# Pre K-12 Specialty License

- Special Education
  - Coursework requirements are met
  - Must have or meet the requirements for at least one endorsement\*
- Elementary
  - At least 3 semester hours in secondary pedagogy OR
  - pass the Assessment of Professional Knowledge Secondary
  - Must have or meet the requirements for at least one endorsement\*
- Secondary
  - At least 3 semester hours in elementary pedagogy OR
  - pass the Assessment of Professional Knowledge Elementary
- \*Endorsement may be achieved through coursework (24 semester hours with a minimum of 12 at a 300 course code or above) OR passing score on the content knowledge assessment.

# Middle Level License (Grades 5-9)

## IF:

- Teacher holds an Elementary, Secondary , Special Education or PreK-12 Specialty license
- Has taught a minimum of 5 years in a middle grade (5-9) in the last 10 years
- Meets the criteria for at least one endorsement

## THEN:

- Teacher meets the requirements for a Middle Level license

## Teacher must submit the following to obtain the license:

- Initial application and fee
- Letter from the district verifying the 5 years of teaching experience in grades 5-9
- Verification of meeting endorsement requirements

# Application Processing Time

Processing applications currently within 4-6 weeks of arrival (busy season), during normal processing times 2-3 weeks

What can hold up the process:

- Application not filled out correctly
- Missing documents
- Unofficial transcripts
- Incorrect payment amount, type, not signed
- Background check not completed for teacher licensure

## **22-10A-3. License or certificate required; application fee; general duties. (2003)**

C. A person performing the duties of a licensed school employee who does not hold a valid license or certificate or has not submitted a complete application for licensure or certification **within the first three months from beginning employment duties shall not be compensated thereafter for services rendered until he demonstrates that he holds a valid license or certificate.** This section does not apply to practice teachers as defined by rules of the state board [department].

# Licensure Renewals

Renewal applications may be submitted up to six months prior to the expiration date of the license

To renew an applicant must submit:

- A renewal application and fee (cashier's check or money order),
- A signed superintendent recommendation form on district letterhead, **OR**
- A notarized statement if educator did not teach on license for the life of the license. (there are notaries on staff that are able to assist walk in applicants)

**Please let educators know not to wait until June 30<sup>th</sup> of the year of renewal.**

# Rule Hearing- Friday 7/26

- 6.65.3 NMAC, Educator Preparation Program Accountability
- 6.60.7 NMAC, Educator Licensure Application Fee
- 6.60.3 NMAC, Alternative Licensure

An in person hearing will be held in Mabry Hall from 1:00 PM to 4:00 PM on Friday July 26, 2019.

Written comment is open until 5:00 PM (MST) on Friday July 26, 2019 and should be submitted at:  
[rule.feedback@state.nm.us](mailto:rule.feedback@state.nm.us)



# Proposed Licensure Fee Increases

- Endorsement is \$ 120
- Support provider \$50 (initial and renewal)
- Initial is \$150
- Renewal is \$ 120 (teachers and instruction support providers)
- Renewal is \$130 (admin)

If the rule is updated the new fees would be effective August 13, 2019, unless a later date is specified in rule or a later date is cited in the history note at the end of the section.

Last time fee's were changed was in 2010, prior to that was in 2004

# Proposed Licensure Fee Increases

Type of License	Licensure Fees			Renewal Fee Yearly
	2004	2010	2019	
Teacher/Administrator/Instructional Support Provider	\$65.00	\$125.00	\$150.00	\$30.00 5 year level 1
Endorsement	\$35.00	\$95.00	\$120.00	
Support Provider	\$25.00	\$35.00	\$50.00	\$16.66 3 years/\$5.56 9 years
Renewal-Teacher/Instructional Support Provider	\$35.00	\$95.00	\$120.00	\$13.34 level 2/3/\$40.00 level 1 3 year instructional support
Renewal-Administrator	\$35.00	\$95.00	\$130.00	\$26.00
Renewal-Support Provider	\$25.00	\$35.00	\$50.00	\$16.66 3 years/\$5.56 9 years

# Background Checks

# Background Checks

- ❑ 22-10A-5 governs background checks for all licensed school employees, including contracted employees (i.e. instructional support providers, educators, EAs, Substitute teachers, and coaches)
  - All school employees **MUST** have a **clear** and valid background check
- ❑ All licensed personnel must have a **cleared** background check before entering the classroom
- ❑ Good for 24 months

An Application must be submitted in order for a background check to be entered into the licensure system

## 22-10A-3. License or certificate required; application fee; general duties. (2003)

C. A person performing the duties of a licensed school employee who does not hold a valid license or certificate or has not submitted a complete application for licensure or certification **within the first three months from beginning employment duties shall not be compensated thereafter for services rendered until he demonstrates that he holds a valid license or certificate.** This section does not apply to practice teachers as defined by rules of the state board [department].

**A person without a  
background check cleared  
by PED, cannot be  
working in the Pre K-12  
setting.**

# Update to Sharing of FBI Background Check

Earlier this month the department received the following information from the FBI:

“ PED is unable to disseminate background check information to school districts. This is because PED only has the authority to fingerprint for licensure purposes, and school districts are fingerprinted for employment purposes. School districts are able to disseminate between school districts since they both have the authority to fingerprint for employment purposes.”

# Update to Sharing of FBI Background Check

What this means for districts and charter schools:

- Beginning August 10, 2019 the Licensure Bureau will no longer be able to share background checks. Requests received in full by 5:00PM on Friday, August 9, 2019 (application, completed background check, and request) will be sent out.
- Districts and charter schools will now be required to have educators complete an additional background check for school employment which the district or charter school is required to pay for per HB 431, which made updates to 22-10A-5.



# Contact Information for Licensure

## Director:

- Rebecca Reyes: Office: 505-827-1433, Cell: 505-819-7977  
Rebecca.Reyes@state.nm.us

## Background Specialists:

- Marie Lujan 505-827-1451 (Arrest Records)  
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- Stephanie Lujan 505-827-1452 (Background Checks)  
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## Licensure Consultants:

- Veronica Cordova 505-827-1447 Veronica.Cordova@state.nm.us
- Jenna Jacquez 505-827-1450 Jenna.Jacquez@state.nm.us
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# Educator Growth and Development Updates

# Teacher Evaluation

Stakeholder Engagement

Task Force

School Year 2019-2020

# Title II

Applications

RfRs

Resources

# Mentorship Programs for Teachers

## Guidance for SY 2019-2020

- NMPED is reevaluating updates to NMAC 6.60.10 that went into effect on 7/1/2019
- Guidance memo will go out to all districts and charter schools next week
- Per NMAC 6.60.10.8, all programs must receive approval from the Director of Educator Quality prior to the first year of implementation. The memo will serve as approval for all mentorship programs currently in place.
- Mentors shall hold a level 2 or level 3A license and have earned a rating of effective, highly effective or exemplary on their most recent summative report.
- Section 6.60.10.10 will not be required for the 2019-2020 school year.
- The department will engage stakeholders, thorough the rule making process, during the 2019-2020 school year to seek input on updates to 6.60.10 moving forward.

# Educator Preparation Support Updates

- Teacher Residency Pilot Awards:
  - WNMU
  - CNM
  - San Juan
  - NNMC
- RFA still out for recruitment
  - Information on the PED website in the RFPS, RFIS, RFAS section
  - Application window open until August 14, 2019

