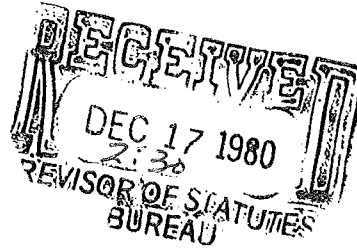


A-V 3

CERTIFICATE



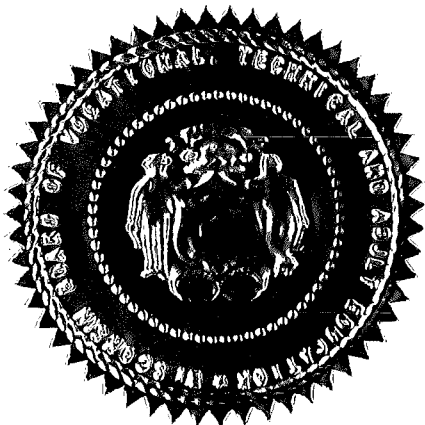
STATE OF WISCONSIN)
Board of Vocational, Technical and) SS
Adult Education)

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, Robert P. Sorensen, Director of the Wisconsin Board of Vocational, Technical and Adult Education and custodian of the official records of said board do hereby certify that the annexed rules relating to Certification of Personnel, were duly approved and adopted by this board on September 30, 1980.

I further certify that said copy has been compared by me with the original on file in this board and that the same is a true copy thereof, and of the whole of such original.

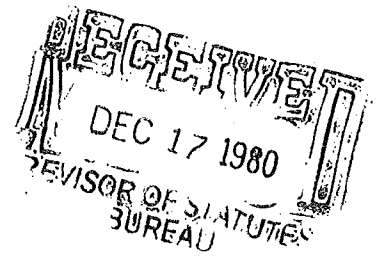
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the agency at Hill Farms State Office Building in the city of Madison, this 17 day of December, 1980.



Robert P. Sorensen
Robert P. Sorensen, Ph.D.
State Director

3-1-81

ORDER OF THE WISCONSIN
BOARD OF VOCATIONAL, TECHNICAL
AND ADULT EDUCATION ADOPTING
RULES



Relating to rules concerning Certification of Personnel.

Analysis prepared by the Wisconsin Board of Vocational, Technical and Adult Education.

The rules are needed to ensure quality education through qualified staff. This Code sets forth minimum occupational, academic and teaching experiences for professional employees in teaching, supervisory, administrative and other defined roles at the district level. The rules delineate the types of certification and requirements for each certification. Renewal of certification requirements is stated.

Procedures for certification include the transmitting of a certification request and supportive documents by the district director or appointed representative. Certification is based upon assignment by the VTAE district, and certification will be requested in accordance with the individual's assignment. In addition, individuals may request certification in areas beyond assignment.

The general provisions include identifying equivalencies for occupational experience and the baccalaureate degree.

Districts or individuals who are certified under the Code may appeal a decision of the state staff. All appeals of Certification issues shall be conducted in accord with the provisions of Chapter 227, Stats., and Chapter A-V 4, Wisconsin Administrative Code.

Pursuant to authority vested in the Wisconsin Board of Vocational, Technical and Adult Education by sections 38.04 (1) and (4), 227.014 and 227.027, Stats., the Wisconsin Board of Vocational, Technical and Adult Education hereby repeals, amends and adopts rules governing the certification of educational personnel.

Chapter A-V 3 (title) (contents) is amended as follows:

1 CHAPTER A-V 3

2 ~~REQUIREMENTS FOR CERTIFICATION~~

3 CERTIFICATION OF PERSONNEL:

4 REQUIREMENTS AND PROCEDURES

5

6

7	<u>A-V 3.001 Definitions</u>	A-V 3.05 Counselors
8	A-V 3.01 General	A-V 3.06 Librarians
9	<u>A-V 3.01 Introduction; purpose</u>	A-V 3.07 Instructional media
10	A-V 3.02 Instructional staff	specialists and audio
11	A-V 3.03 Supervisors-coordinators	visual specialists
12	A-V 3.04 Administrators	<u>A-V 3.07 Instructional media,</u>
13		<u>audio-visual and</u>
14		<u>curriculum specialists</u>

1 A-V 3.001 is created to read:

2 A-V 3.001 Definitions (1) "State Board" as used herein means
3 the state board of vocational, technical and adult education.

4 (2) "District" as used herein means a vocational, technical
5 and adult education district.

6 (3) "Code" as used herein means the Wisconsin Administrative
7 Code, Chapter A-V 3.

8 (4) "Recognized educational system" means a public or pri-
9 vate educational system which is accredited or approved by public
10 or private accrediting bodies, or by the United States Office of
11 Education.

12 A-V 3.01 (1) is repealed and recreated to read:

13 A-V 3.01 Introduction; purpose. Certification is the
14 affirmative outcome of a process by which the state board, through
15 its staff, evaluates in terms of occupational, academic, and
16 teaching experience the preparedness of professional employees
17 to assume and continue in teaching, administrative, supervisory
18 and other defined roles at the district level. The initial
19 certification process is initiated after the assignment of an
20 employee. The purpose of this chapter is to set forth minimum
21 occupational, academic, and teaching experiences for education
22 personnel employed by the districts in the positions designated
23 by this chapter. The certification process shall be in harmony
24 with affirmative action and equal employment opportunity
25 commitments subscribed to by the state board and districts.

26 (1) General provisions. The application of this code is

1 authorized by s. 38.04 (4), Stats.

2 (a) The provisions of this chapter apply to all administrators,
3 supervisors, and coordinators, instructional staff, counselors,
4 librarians, instructional media, audio-visual and curriculum
5 specialists identified in this chapter and employed by district
6 boards.

7 (b) State institutions which offer vocational instruction
8 may request certification.

9 (c) Certification is limited to the specific instructional
10 and related positions described herein.

11 (d) Requirements herein apply to all educational personnel
12 certified after the effective date of this chapter.

13 (e) Persons certified prior to the effective date of this chapter
14 have the option to seek recertification status for the same position
15 or instructional area under regulations governing their most recent
16 certification or under the regulations of this code except in the
17 instance of the life certificate. A-V 3.01 (3) (f) prohibits the
18 issuance of new life certificates after the effective date of this
19 chapter. Persons changing position or instructional area assignment
20 after the effective date of this chapter shall comply with additional
21 requirements for the new field in effect as of the effective date of
22 this chapter.

23 (f) Certifications, licensures or other approvals by
24 accredited or recognized organizations may be considered by the
25 state board staff in evaluating the certification status of any
26 personnel affected by these other organizations in the pursuit of

1 a certifiable assignment in the VTAE system as teacher, administrator,
2 supervisor-coordinator, counselor, librarian, instructional media,
3 audio-visual or curriculum specialists. The state board may permit
4 some equivalencies to be granted applicants who are subject to
5 these other groups as well as to the state board. Equivalencies
6 may be granted after an evaluation by the state board staff of the
7 requirements of other recognized organizations to assure relevance
8 of such requirements to the certification status of an applicant.

9 A-V 3.01 (2) is repealed and recreated to read:

10 (2) Procedure:

11 (a) For new employees, the certification process shall be
12 initiated by the district director after assignment of affected
13 employees. The employees shall be parties to requests to the
14 state board for certification by providing documentary proof as
15 to their occupational, academic and teaching experiences.

16 (b) After initial certification pursuant to par. (a),
17 individuals may request certification in additional areas. Such
18 requests shall be submitted to the state board by the district
19 certification officer together with proper documents and individual
20 paid fee. The fee shall be equivalent to the normal fee charged to the
21 district by the state board for initial certification.

22 (c) Renewal of the individually requested certificate
23 described in par. (b) shall be granted, based upon evidence
24 of continued occupational competency as demonstrated by
25 occupational experience or current occupational coursework. In
26 academic areas, renewal shall be based upon continued professional

1 coursework in the area of certification, or occupational experience.
2 Requirements detailed in A-V 3.02 (4) (d) shall apply for the
3 renewal of the 5-year certificate.

4 (d) Certification of individuals employed for first-time
5 appointments shall be considered on a priority basis by both the
6 district and the state board. Certification request for such
7 personnel shall be submitted to the state board staff by the
8 employing district or institution as soon as possible within the
9 first six months after the new employee is hired.

10 (e) Requests for certification, including documentation for
11 renewal, shall be processed on as timely a basis as possible
12 during the school year by the district and the state board staff.

13 (f) The applicant for certification shall submit to the
14 district director, or appointed representative of such administrator,
15 all necessary documents required for certification. The
16 documentation shall include an approved application form for
17 certification, official transcripts of undergraduate or graduate
18 credits as applicable to the category of certification requested,
19 official copies, or true copies attested to by the district director
20 or the director's designee, of any professional or occupational
21 licenses where applicable, and written verification from the
22 employer of all appropriate and required occupational experience.

23 (g) Occupational experience shall be of such recency and
24 relevancy as to add to the preparedness of the applicant for
25 certification. Such experience shall represent current practices
26 in the occupational area of certification.

1 (h) The district director, or appointed representative,
2 shall be responsible for receiving all supportive documents related
3 to certification including official transcripts, official copies
4 of occupational licenses and written verification from employers
5 of all appropriate and required occupational experience and shall
6 submit to the state board all required certification documents.

7 (i) The state board staff shall evaluate all materials
8 submitted and, on behalf of the state board, shall issue appropriate
9 certificates through the employing agency to eligible employees.

10 (j) Certification shall not be affected by future changes in
11 program or course numbering. If programs or course numbers are
12 changed, certification for like content shall transfer to the new
13 numbered area.

14 A-V 3.01 (3) is repealed and recreated to read:

15 (3) Certification status.

16 (a) Five-year certificates are granted to personnel meeting
17 requirements who are employed full-time (50% or more as determined
18 by each district) in state-designated programs of a district.

19 (b) Provisional certificates are granted to personnel
20 meeting requirements who are employed full-time (50% or more) in
21 state-designated programs of a district and have not met the
22 requirements for the 5-year certificate.

23 (c) Approval status is granted on a biennial basis to personnel
24 meeting established requirements who are employed in state-
25 designated programs on a part-time basis (less than 50% employment
26 as determined by each district) or on a limited term basis for new

1 or unique programs for the disadvantaged, handicapped, for driver
2 education or for targeted special projects. To be eligible for
3 continued approval status the applicant must complete at least one
4 of the courses listed in the educational requirements for the 5-year
5 certificate each 2 years until their completion or 2 months of
6 appropriate occupational experience or other professional activity
7 delineated by the district in a plan of such activities. The
8 district plan of activities for professional growth may include
9 workshops or conferences of specific relevance to the staff
10 member's responsibilities, continuing education units (CEUs) and
11 attendance in a district's associate degree or vocational diploma
12 program areas. The district plan shall be approved, prior to its
13 implementation, by both the local board and the state director.

14 (d) Approval status, provisional certificates or 5-year
15 certificates may be granted to applicants, meeting established
16 requirements, in their second and additional instructional areas.

17 (e) Emergency approval status may be granted personnel who are
18 employed by a district because of unusual circumstances. The
19 districts's emergency approval request to the state board shall
20 include a full description of the unusual circumstances upon which
21 the emergency request is based. Emergency approval status shall
22 not remain in force beyond a maximum period of 12 consecutive
23 months.

24 (f) No life certificate shall be issued after the effective
25 date of this chapter. Additional time, according to the provisions
26 of 1-5, below, shall be granted personnel holding the 5-year certificate

1 to complete a renewal of that certificate if they would have qualified
2 for a life certificate under the provisions of the previous code.

3 1. Personnel holding the 5-year certificate who under
4 provisions of the previous code, would have qualified for a life
5 certificate after the effective date of this chapter and prior to
6 September 1, 1981, shall be granted 5 additional years from the date th
7 person would have become eligible for a life certificate to complete th
8 requirements for the renewal of their current 5-year certificate.

9 2. Personnel holding the 5-year certificate who under
10 provisions of the previous code, would have qualified for a life
11 certificate after August 31, 1981, and prior to September 1, 1982,
12 shall be granted 4 additional years from the date that person
13 would have become eligible for a life certificate to complete
14 the requirements for the renewal of their current 5-year certificate.

15 3. Personnel holding the 5-year certificate who under
16 provisions of the previous code, would have qualified for a life
17 certificate after August 31, 1982, and prior to September 1, 1983,
18 shall be granted 3 additional years from the date that person
19 would have become eligible for a life certificate to complete the
20 requirements for the renewal of their current 5-year certificate.

21 4. Personnel holding the 5-year certificate who, under
22 provisions of the previous code, would have qualified for a life
23 certificate after August 31, 1983, and prior to September 1, 1984,
24 shall be granted 2 additional years from the date that person would
25 have become eligible for a life certificate to complete the
26 requirements for the renewal of their current 5-year certificate.

1 5. Personnel holding the 5-year certificate who, under
2 provisions of the previous code, would have qualified for a life
3 certificate after August 31, 1984, and prior to September 1, 1985,
4 shall be granted one additional year from the date that person
5 would have become eligible for a life certificate to complete the
6 requirements for the renewal of their current 5-year certificate.

7 (g) A 5-year certificate renewed under the provisions of (f),
8 1-5 above, shall be issued as soon as requirements are met.

9

10 A-V 3.01 (4) is repealed

11 A-V 3.01 (5) (a) to (e) are renumbered 3.01 (4) (a) to (e),
12 respectively.

13 A-V 3.01 (5) (f), (k) and (l) are repealed.

14 A-V 3.01 (5) (g) to (j) are renumbered A-V 3.01 (4) (h) to
15 (k), respectively.

16 A-V 3.01 (4) (f) and (g) are created to read:

17 (f) If an individual objects to receiving certification in
18 additional areas, the individual may appeal as outlined in
19 A-V 3.01 (5) (a) and (b).

20 (g) In the area of adult and continuing education,
21 certification evaluation responsibility shall be each district's,
22 subject to approval by the state board to assess the effectiveness
23 of such evaluation.

24 A-V 3.01 (5) is created to read:

25 (5) Appeals

26 (a) Individuals or districts challenging a certification

1 decision may request an informal review by a committee
2 composed of two state board staff members, exclusive of the
3 state board certification officer, and including a program
4 specialist, and an individual holding a 5 year certification
5 employed in the disputed certification area or a representative
6 from the occupational field. Requests for informal
7 review shall be in writing to the state director. This informal
8 review does not prohibit the individual or district from
9 proceeding with a formal appeal under par. (b).

10 (b) All appeals of certification issues shall be conducted
11 in accord with the provisions of Chapter 227, Stats., and Chapter
12 A-V 4, Wis. Adm. Code.

13 A-V 3.01 (6) is repealed.

14 A-V 3.02 (2) (a) is repealed and recreated to read:

15 (a) Educational and occupational experience shall be
16 appropriate to the subject being taught as evaluated by the state
17 board staff. The requirements which apply for provisional
18 certification shall be used to evaluate all part-time or limited term
19 teaching personnel in state-designated programs.

20 A-V 3.02 (3) (a) 1. is amended to read:

21 1. A bachelor's degree or equivalent as defined in section
22 A-V 3.01 ~~(5)~~ (4) ~~(g)~~ (h).

23 A-V 3.02 (3) (b) 1. is amended to read:

24 1. Academic subject instructors shall be required to have
25 6 months of ~~non-desired~~ occupational experience in fields other
26 than education.

1 A-V 3.02 (3) (d) is amended to read:

2 (d) Renewal. The provisional certificate shall be valid for
3 a period of 2 years. The provisional certificate ~~may~~ shall be
4 renewed if, during the provisional certification period, the
5 applicant makes satisfactory progress toward earning a ~~standard~~
6 5-year certificate. Satisfactory progress shall be 6 approved
7 semester credits or 2 months of approved appropriate occupational
8 experience.

9 A-V 3.02 (4) (title) is amended to read:

10 (4) ~~Standard~~ Five-year certification requirements

11 A-V 3.02 (4) (a) 4. is amended to read:

12 4. Educational psychology -- 2 semester credits.

13 A-V 3.02 (4) (a) 7 is renumbered A-V 3.02 (4) (a) 8.

14 A-V 3.02 (4) (a) 7 is created to read:

15 7. Human/intergroup relations, 2 semester credits or
16 equivalent content in in-service courses or other experiences.

17 A-V 3.02 (4) (b) 1. is amended to read:

18 1. Six additional months for a total of 12 months of
19 ~~non-described~~ occupational experience in a field other than
20 education shall be required of academic subject teachers.

21 A-V 3.02 (4) (c) is amended to read:

22 (c) ~~Teaching~~ Professional experience. ~~Three~~ Two years
23 teaching experience as a certified teacher. Such certification
24 may be obtained in any recognized educational system.

25 A-V 3.02 (4) (d) is amended to read:

26 (d) Renewal. The certificate will be renewed if the

1 applicant for renewal has documented evidence of continued
2 professional growth. Minimum evidence shall be 6 approved semester
3 credits or 2 months of appropriate occupational experience or
4 other professional activity ~~as defined by the district~~ delineated
5 by the district in a plan of such activities. The district plan of
6 activities for professional growth may include workshops or con-
7 ferences of specific relevance to the staff member's responsibilities,
8 continuing education units (CEUs) and attendance in a district's
9 associate degree or vocational diploma program areas. The
10 district plan shall be approved, prior to its implementation, by
11 both the local board and the state director.

12 A-V 3.02 (5) is repealed.

13 A-V 3.03 (1) is amended to read:

14 (1) Group identification. Supervision-coordination certification
15 is required of those persons in each district who are designated
16 ~~as such~~ by the district director as supervisors or coordinators
17 and who have responsibilities for: supervising instructional
18 ~~staff~~ or instructional-related staff; ~~or~~ maintaining liaison
19 between business and industry and the schools within that
20 district; ~~or management of~~ managing one or more programs of the
21 district.

22 A-V 3.03 (3) is amended to read:

23 (3) Provisional certification requirements.

24 (a) Education. Bachelor's degree or equivalent as defined
25 in section A-V 3.01 ~~(5)~~ (4) ~~(g)~~ (h).

26 (b) Occupational experience. Same as the amount required

1 for ~~the standard~~ 5-year ~~teaching certificate~~ certification in the
2 applicant's field of instruction.

3 (c) Teaching experience. ~~Three~~ Two years teaching experience
4 as a certified teacher. Such certification may be obtained in any
5 recognized educational system.

6 (d) Renewal. The provisional certificate shall be valid
7 for a period of 2 years. The provisional certificate ~~may~~ shall
8 be renewed if, during the provisional certification period, the
9 applicant makes satisfactory progress toward earning a ~~standard~~
10 5-year certificate. Satisfactory progress shall be 6 approved
11 semester credits.

12 A-V 3.03 (4) is amended to read:

13 (4) ~~Standard~~ Five-year certification requirements. (a)
14 Education.

15 1. Educational requirements for teacher certification defined
16 in section A-V 3.02 (4) (a) must be met.

17 2. Supervision or coordination -- 2 semester credits.

18 3. Twelve semester credits in professional education in
19 appropriate areas in addition to item 1 above.

20 4. Master's degree or equivalent as defined in section
21 A-V 3.01 ~~(5)~~ (4) ~~(i)~~ (j).

22 (b) Occupational experience. Same as the amount required
23 for ~~standard~~ 5-year certification in the applicant's field of
24 instruction.

25 (c) Professional experience. ~~Three~~ Two years of experience
26 as a certified supervisor-coordinator.

1 (d) Renewal. The certificate will be renewed if the
2 applicant for renewal has documented evidence of continued
3 professional growth. Minimum evidence shall be 6 approved semester
4 credits or 2 months of appropriate occupational experience or other
5 professional activity ~~as defined by the district~~ delineated by
6 the district in a plan of such activities. The district plan of
7 activities for professional growth may include workshops or
8 conferences of specific relevance to the staff member's
9 responsibilities, continuing education units (CEUs) and atten-
10 dance in a district's associate degree or vocational diploma
11 program areas. The district plan shall be approved, prior to its
12 implementation, by both the local board and the state director.

13 A-V 3.03 (5) is repealed.

14 A-V 3.04 (1) is amended to read:

15 (1) Group identification. Administrative certification is
16 required of those persons in each district who are designated as
17 administrators by the district by virtue of their responsibilities
18 for the administration of the overall educational program of the
19 district or for an assigned portion of the overall educational
20 program.

21 A-V 3.04 (3) and (4) are amended as follows:

22 (3) Provisional certification requirements.

23 (a) Education. Master's degree or equivalent.

24 (b) Occupational experience. Same as the amount required
25 ~~for the standard 5-year teaching certificate~~ certification in the
26 applicant's field of instruction.

1 (c) Teaching experience. ~~Three~~ Two years teaching experience
2 as a certified teacher. Such certification may be obtained in any
3 recognized educational system.

4 (d) Renewal. The provisional certificate shall be valid for a
5 period of 2 years. The provisional certificate ~~may~~ shall be renewed
6 if, during the provisional certification period, the applicant makes
7 satisfactory progress in earning a ~~standard~~ 5-year certificate
8 certificate. Satisfactory progress shall be 6 approved semester credit

9 (4) ~~Standard~~ Five-year certification requirements.

10 (a) Education

11 1. Educational requirements for teacher certification defined
12 in section A-V 3.02 (4) (a) must be met.

13 2. Fifteen semester credits hours of professional education
14 appropriate to the administrative position in addition to par. (a)
15 1., above.

16 (b) Occupational experience. ~~No additional requirement.~~
17 Same as the amount required for 5-year certification in the
18 applicant's field of instruction.

19 (c) Professional experience. ~~Three~~ Two years of experience
20 as a certified administrator in any recognized educational
21 system.

22 (d) Renewal.

23 1. This certificate will be renewed if the applicant for
24 renewal has documented evidence of continued professional growth.
25 Minimum evidence shall be 6 approved semester credits or other
26 professional activities ~~as defined by the district~~ delineated by the

1 district in a plan of such activities. The district plan of
2 activities for professional growth may include workshops or
3 conferences of specific relevance to the staff member's
4 responsibilities, continuing education units (CEUs) and attendance
5 in a district's associate degree or vocational diploma program
6 areas. The district plan shall be approved, prior to its
7 implementation, by both the local board and the state director.

8 A-V 3.04 (5) is repealed.

9 A-V 3.05 (1) and (2) are amended to read

10 A-V 3.05 Counselors.

11 (1) Group identification. Counselor certification is
12 required of those persons in each district who are designated as
13 counselors by the district director by virtue of their
14 responsibilities for counseling students on vocational/career
15 and personal concerns through the use of interview, test and other
16 techniques based on modern psychological principles. A counselor
17 ~~is defined as a person so named or designated by the district or~~
18 ~~a person performing counselor functions.~~

19 (2) Approval requirements. The approval status is not
20 appropriate and shall not be granted except to limited term
21 counselors functioning in special educational projects ~~such as~~
22 ~~manpower development and training act programs~~, or other unique
23 programs for the disadvantaged or handicapped. When approval is
24 granted, the unique nature of the special program and the
25 background of the individual shall be considered.

26 A-V 3.05 (3) (a), (b), (c) and (d) are amended as follows:

1 (3) Provisional certification requirements.

2 (a) Education. A master's degree in guidance and counseling
3 or a bachelor's degree and 20 semester hours of graduate credit in
4 appropriate counseling courses.

5 (b) Occupational experience. The applicant shall have 24
6 months of ~~non-described~~ occupational experience outside the field
7 of education.

8 (c) Teaching experience. ~~Three~~ Two years teaching experience
9 as a certified teacher. Such certification may be obtained in any
10 recognized educational system.

11 (d) Renewal. The provisional certificate shall be valid for
12 2 years. The provisional certificate ~~may~~ shall be renewed if, during
13 the provisional certification period, the applicant makes satisfactory
14 progress toward earning a ~~standard~~ 5-year certificate. Satisfactory
15 progress shall be 6 approved semester credits or 2 months of approved
16 appropriate occupational experience.

17 A-V 3.05 (4) is amended as follows:

18 (4) ~~Standard~~ Five-year certification requirements.

19 (a) Education.

20 1. Philosophy of vocational, technical and adult education
21 in Wisconsin -- 2 semester credits.

22 2. Master's degree in guidance and counseling or ~~30 credits~~
23 ~~in appropriate counseling courses~~ equivalent, i.e., bachelor's
24 degree plus 30 semester credits in counseling and guidance
25 including the practicum experience.

26 (b) Occupational experience. ~~No additional requirements.~~

1 Same as the amount required for the provisional certificate.

2 (c) Professional experience. ~~Three~~ Two years experience
3 as a certified counselor.

4 (d) Renewal. The certificate will be renewed if the
5 applicant for renewal has documented evidence of continued
6 professional growth. Minimum evidence shall be 6 approved semester
7 credits or 2 months of appropriate occupational experience or other
8 professional activity ~~as defined by the district~~ delineated by
9 the district in a plan of such activities. The district plan of
10 activities for professional growth may include workshops or
11 conferences of specific relevance to the staff member's
12 responsibilities, continuing education units (CEUs) and attendance
13 in a district's associate degree or vocational diploma program
14 areas. The district plan shall be approved, prior to its
15 implementation, by both the local board and the state director.

16 A-V 3.05 (5) is repealed.

17 A-V 3.06 (1) is amended to read:

18 A-V 3.06 Librarians.

19 (1) Group identification. Librarians are those specialists
20 who are responsible for the ~~care and~~ operation and management of a
21 library and the library services program.

22 A-V 3.06 (3) (b) and (d) are amended to read:

23 (b) Occupational experience. Six months of ~~non-described~~
24 occupational experience in a field other than education or library
25 management in an educational institution.

26 (d) Renewal. The certificate shall be valid for a period

1 of 2 years. The provisional certificate ~~may~~ shall be renewed if,
2 during the provisional certification period, the applicant makes
3 satisfactory progress in earning a 5-year ~~renewable~~ certificate.
4 Satisfactory progress shall be 6 approved semester credits or 2
5 months of approved occupational experience.

6 A-V 3.06 (4) (a), (b), (c) and (d) are amended to read
7 (4) ~~Standard~~ Five-year certification requirements. In
8 addition to the requirements for provisional certification the
9 following must be completed:

10 (a) Education.

11 1. Philosophy of vocational, technical and adult education in
12 Wisconsin -- 2 semester credits.

13 ~~2. Master's degree in library science of 30 credit hours in~~
14 ~~appropriate areas.~~

15 2. A bachelor's degree including 30 semester credits in
16 library science or a master's degree in library science.

17 (b) Occupational experience. Six additional months for a
18 total of 12 months of occupational experience is required outside
19 the field of education or library management.

20 (c) Professional experience. ~~Three~~ Two years as a certified
21 librarian.

22 (d) Renewal. The certificate will be renewed if the applicant
23 for renewal has documented evidence of continued professional growth.
24 Minimum evidence shall be 6 approved semester credits or other
25 professional activities ~~as defined by the district~~ delineated in a
26 plan of such activities. The district plan of activities for

1 professional growth may include workshops or conferences of specific
2 relevance to the staff member's responsibilities, continuing
3 education units (CEUs) and attendance in a district's associate
4 degree or vocational diploma program areas. The district plan
5 shall be approved, prior to its implementation, by both the local
6 board and the state director.

7 A-V 3.06 (5) is repealed.

8 A-V 3.07 (title), (1) and (3) (a), (c) and (d) are amended
9 to read:

10 A-V 3.07 Instructional media, ~~specialists~~ audio-visual
11 ~~specialists~~ and curriculum specialists.

12 (1) Group identification. Instructional ~~media~~ specialist
13 certification is required of those individuals in each district
14 who are assigned to advise and assist the instructional staff in
15 the use of various curriculum materials, instructional devices
16 and audio-visual techniques.

17 (3) Provisional certification requirements.

18 (a) Education. A graduate or undergraduate degree with
19 major emphasis in audio-visual education, ~~or~~ instructional media
20 or curriculum.

21 (c) Teaching experience. ~~Three~~ - Two years of teaching
22 experience as a certified teacher. Such certification may be
23 obtained in any recognized educational system.

24 (d) Renewal. The provisional certificate shall be valid
25 for 2 years. The provisional certificate ~~may~~ shall be renewed if,
26 during the provisional certification period, the applicant makes

1 satisfactory progress toward earning a ~~standard~~ 5-year certificate.
2 Satisfactory progress shall be 6 approved semester credits or 2
3 months of approved occupational experience.

4 A-V 3.07 (4) is repealed and recreated to read:

5 (4) Five-year certification requirements.

6 (a) Education. In addition to the requirements for provisional
7 certification, the requirements noted at A-V 3.02 (4) (a), 1-8, must
8 be met.

9 (b) Occupational experience. Six additional months of
10 occupational experience outside the field of education for a total
11 amount of 12 months of experience.

12 (c) Professional experience. Two years of professional
13 experience as a certified instructional media, audio-visual or
14 curriculum specialist. Such certification may be obtained in any
15 recognized educational system.

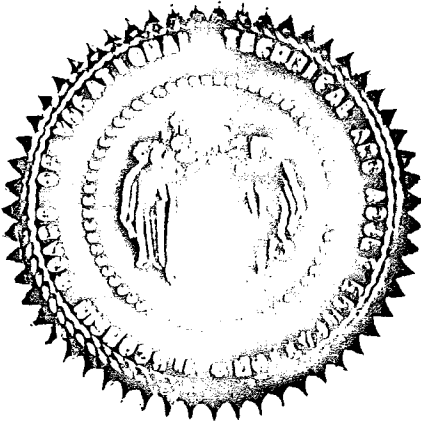
16 (d) Renewal. The certificate will be renewed if the applicant
17 for renewal has documented evidence of continued professional growth.
18 Minimum evidence shall be 6 approved semester credits or 2 months of
19 appropriate occupational experience or other professional activity
20 delineated by the district in a plan of such activities. The district
21 plan of activities for professional growth may include workshops
22 or conferences of specific relevance to the staff member's
23 responsibilities, continuing education units (CEUs) and attendance in
24 a district's associate degree or vocational diploma program areas.
25 The district plan shall be approved, prior to its implementation,
26 by both the local board and the state director.

1 A-V 3.07 (5) is repealed.

The rules, amendments and repeals contained in this order shall take effect as provided in s. 227.026 (1) (intro.), Wis. Stats.

Date: December 17, 1980

Wisconsin Board of Vocational,
Technical and Adult Education



Robert P. Sorensen

Robert P. Sorensen, Ph.D.

State Director



State of Wisconsin \

BOARD OF VOCATIONAL, TECHNICAL & ADULT EDUCATION

ROBERT P. SORENSEN, Ph.D.

State Director
4802 Sheboygan Avenue, 7th Floor
MADISON, WISCONSIN 53702

December 17, 1980

Mr. Orlan L. Prestegard
Revisor of Statutes
State Capitol, Room 411 W
Madison, WI 53702

Dear Mr. Prestegard:

Enclosed for further processing as Administrative Code, is Chapter A-V 3, Certification of Personnel, Wisconsin Administrative Code, adopted by this Board on September 30, 1980. This rule has passed through both standing committees of the Legislature.

As per your requirement, we have included a certified copy and one additional copy for your use.

Please do not hesitate to contact me if any further information is needed.

Sincerely,

A handwritten signature in cursive script, appearing to read "Edward S. Alschuler".

Edward S. Alschuler
Legal Counsel

ESA:rmg

Enclosure