

**COMMISSION ON TEACHER CREDENTIALING**

1812 Ninth Street  
Sacramento, California 95814-7000  
(916) 445-0184  
FAX (916) 327-3166



OFFICE OF THE EXECUTIVE SECRETARY

94-9409

DATE: May 15, 1994

TO: All Individuals and Groups Interested in Specialist and Services  
Credentials

FROM:  Philip A. Fitch, Ed.D., Executive Director

SUBJECT: Renewal Requirements for Specialist and Services Credentials

Specialist and services credentials initially issued on or after July 1, 1994 will be subject to renewal requirements every five years. Individuals renewing these credentials will be required to complete professional growth activities and provide evidence of having performed service in a professional capacity. The credentials affected by the new renewal requirements include:

*Specialist Credentials:*

- Agriculture
- Bilingual Crosscultural Instruction
- Early Childhood Education
- Health Sciences
- Mathematics
- Reading and Language Arts
- Special Education

*Services Credentials:*

- Administrative
- Clinical or Rehabilitative
- Health
- Library Media Teacher
- Pupil Personnel

**Background**

The California Legislature established professional renewal requirements for initial Clear Multiple and Single Subject Credentials issued after September 1, 1985 with the Hughes-Hart Education Act of 1983 (Sections 44277-44279 of the

belief that educators must continue to develop professionally and, though many will do so voluntarily, it is in the interest of public education to insure that all do so.

To implement this legislation, the Commission established renewal requirements which included both the completion of an individualized professional growth plan and verification of successful professional service. When adopting the professional growth requirements for the basic teaching credentials, the Commission considered that action to be the first step in requiring all certified educators to develop professional growth plans as a condition of credential renewal.

With the passage of SB 148 in 1988, Section 44225 of the Education Code was amended to give the Commission the broad authority to:

- (d) Establish standards for the issuance and *renewal of credentials, certificates, and permits* (emphasis added).

Pursuant to this statutory authority, the Commission established an advisory panel representative of the affected credential areas to develop and recommend professional renewal requirements for specialist and services credentials. The panel developed a preliminary report, solicited extensive feedback from the field, and presented a final report which was adopted by the Commission on May 8, 1992. On February 5, 1993, the Commission agreed to repeal Section 80033, amend Sections 80550, 80552, 80556, 80558, 80562, and 80565, and add 80556.1 to Title 5, California Code of Regulations and directed staff to set a public hearing for consideration of these changes. The public hearing on June 3, 1993 resulted in the adoption of the proposed regulations.

### **Specialist and Services Credential Renewal Requirements**

For specialist and services credentials issued on or after July 1, 1994, the holder will be subject to the following requirements at five year intervals:

- Complete an individual program of professional growth that consists of a minimum of 150 clock hours of participation in activities that contribute to competence, performance, or effectiveness in the profession of education.
- Serve successfully in a certificated position or another professional capacity related to the credential area for at least one-half of a school year.
- Submit to the Commission a completed credential application form and fee, the Professional Growth Plan and Record, and the Verification of Successful Service.

Many persons applying for specialist and services credentials will already hold a basic teaching credential, and may already be subject to renewal requirements for that credential. Persons renewing *more than one credential* will be required to complete only one set of renewal requirements in a five year cycle. Professional growth and professional service requirements may be satisfied in a single credential area or in a combination of credential areas.

All renewable credentials for a single individual will be renewed on the same five-year cycle.

The new regulations were developed with the assumption that professional renewal requirements for future recipients of specialist credentials and services credentials should be (a) appropriate for these groups of professional educators, and (b) parallel and (as much as possible) equivalent to the renewal requirements that have been established for holders of Multiple and Single Subject Teaching Credentials. Therefore, rather than develop a separate set of regulations governing the specialist and services credentials, the current regulations for Multiple and Single Subject Credential renewals were amended to reflect two similar, but slightly differing requirements and procedures for each of the two types of credentials. Existing regulations for Multiple and Single Subject Credential renewals will not be affected by these changes. The key modifications and additions to existing requirements to make them more appropriate for the specialist and services credential areas are noted in the following sections.

### **Professional Growth Advisor**

The requirements for renewal of the basic teaching credential (§80556) define the role of the professional growth advisor for the Multiple or Single Subject credential holder. Section 80556.1 was added to define a somewhat different role and set of responsibilities for the advisor of the specialist or services credential holder.

The responsibility for selecting appropriate and meaningful professional growth activities will be placed primarily on the credential holder himself/herself. A collegial model of advising is envisioned. Although the employing school district will be required to identify potential professional growth advisors, the credential holder will not be required to pick his or her advisor from the district list. The emphasis in these new regulations is to allow the credential holder the freedom to select, as an advisor, a certificated professional or an instructor in the credential area who is most able to contribute to his or her growth. The regulations also allow the credential holder to select more than one professional growth advisor, if he or she deems it appropriate.

### **Domains of Professional Growth**

Persons renewing specialist and services credentials will complete 150 hours of professional growth activities, the substance of which is clearly subsumed under specified domains. These domains include:

- (1) A field of specialization in which the credential holder serves, or reasonably expects to serve, or service which the credential holder provides or reasonably expects to provide.
- (2) Concepts, principles, and methods of effective intervention, instruction, curriculum design, evaluation, assessment, and consultation.

- (3) Concepts and principles of the interrelationships of family members and the physical, intellectual, social-emotional, and language development of children and youth.
- (4) Concepts and principles of human communication, learning, motivation, individuality and family dynamics.
- (5) Understanding of ethnic, cultural, and gender diversity, especially the current demographics, diverse language/dialects and multicultural backgrounds of the California population.
- (6) Concepts and principles of effective relationships among schools, families, agencies, businesses, and local communities.
- (7) Understanding of and problem solving related to current issues facing schools and communities.
- (8) The organization, operation, management, and leadership of programs or sites and the roles of the people who work at these sites or in these programs.
- (9) The understanding and use of technology in educational settings.

#### **Professional Growth Activities**

In selecting appropriate activities, all credential holders may include several kinds of activities in their programs of professional growth. The list below indicates types of activities that may be completed by persons renewing Multiple and Single Subject Credentials as well as those renewing specialist and services credentials. The description of some activities may not apply to persons renewing specialist and services credentials; candidates should select types of activities which are most appropriate for the credential being renewed. Activities must be chosen from at least two of the seven categories listed below and must be completed during each five year cycle. All activities will be mutually agreed to by the credential holder and the advisor. Excess hours completed in one five year cycle may not be saved and subsequently applied to the next cycle. [§80558(d)]

- (1) Completion of one or more lower division, upper division or graduate level courses offered on campus, off campus or in extension by any regionally accredited two-year or four-year college or university.
- (2) Participation in those portions of one or more conferences, workshops, institutes, academies, symposia, teacher center programs or staff development programs whose purpose is to increase the professional knowledge, competence, performance or effectiveness of participants.
- (3) Participation in one or more systematic program of observation and analysis of teaching or person performing peer-alike jobs, provided that each program is planned, focuses on one or more predetermined aspects of teaching and includes follow-up activities such as discussion, critique or application of what has been observed or analyzed.

(4) Service in a leadership role in an educational institution, consistent with the following definition and restriction.

(A) Activities in which the credential holder contributes to the improvement of a school district or other educational institution shall be acceptable, including activities in which he or she assists student teachers or other teachers in their instructional development, either as a mentor teacher or in another appointed capacity.

(B) Activities shall not be acceptable if they are part of the routine functioning of an educational institution, or if they are part of a teacher's basic responsibilities, including (but not limited to) planning lessons, arranging a classroom environment, preparing assorted instructional materials, assessing student performances, or keeping records.

(5) Service in a leadership role in a professional organization, consistent with the following definition and restriction.

(A) To be an acceptable activity, the credential holder must serve as an elected officer, or a chair of a committee, or an official representative of an organization of professional educators, and he or she must participate in charting, planning or forming educational or professional policies, positions or directions for the organization to pursue.

(B) Activities that contribute to the ongoing operations or functioning of a professional organization shall not be acceptable, such as efforts to increase the membership or participate in collective bargaining activities.

(6) Participation in efforts to conduct educational research or to investigate educational innovations shall be acceptable, provided that the credential holder has an active role in one or more of the following stages of the effort: planning, developing, piloting, field testing or evaluating a study or innovation; or analyzing, interpreting, demonstrating or disseminating the results of a study or innovation.

(7) Other activities that shall be acceptable are defined below.

(A) Participation in a professional exchange program, provided that the credential holder changes positions with another educator for a specified period of time.

(B) Participation in alternative work experience programs, paid or volunteer, in which the credential holder fulfills new professional responsibilities for a specified period of time.

(C) Participation in a program of independent study, provided that the credential holder investigates a specified aspect of education, produces a written report or other tangible product, and evaluates the independent study and its product.

(D) Creative endeavors, provided that the credential holder creates a tangible product that exhibits originality of thought and execution, or participates in a production in which the credential holder exhibits a

creative talent, and provided that the creative endeavors directly relate to a subject or student group the credential holder teaches or reasonably expects to teach.

(E) Cultural experiences, such as attendance at museums or musical, dramatic or dance productions, or cross-cultural immersion in the language and culture of an ethnic or national group, provided that the experiences directly relate to a subject or student group the credential holder teaches or reasonably expects to teach.

Holders of credentials requiring prerequisite credentials may choose activities which are subsumed under either their service or specialist credential or their supporting teaching credential area provided that the previous domain/activity requirements have been satisfied and their advisor approves such activities.

For those service credential holders with licenses in other areas directly related to the credential (e.g., a Registered Nurse license for school nurse/health service), continuing education hours completed necessary to satisfy license renewal requirements will also be recognized for credential renewal professional growth activity. Any additional professional growth activity necessary to complete credential renewal requirements shall be confined to the activities previously defined in the allowable domains in Section 80558(c).

#### **Professional Service Requirement**

To renew a specialist and services credential, the holder must serve successfully in (a) a certificated position or, (b) another professional capacity related to the credential area(s) for the equivalent of at least one-half of a school year during the five year renewal cycle. This service must be performed in a public or private preschool, elementary school, or secondary school, or in related educational settings serving children, youth, (birth to 22) and families (§80565).

For persons renewing multiple credentials, the service performed may be in any of the credential areas being renewed. Such service may be performed in a single credential area or in a combination of credential areas. The service requirement for all credentials being renewed will be satisfied with this experience (§80552).

#### **Further Information and Inquiries**

Further information regarding the renewal of specialist and services credentials will be published in the next revision of *The California Professional Growth Manual*.

Inquiries concerning these new regulations may be directed to Dr. Carol Bartell (916) 322-3544.