

CALIFORNIA COMMISSION ON TEACHER CREDENTIALING

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OFFICE OF THE EXECUTIVE DIRECTOR

99-9909

DATE: March 26, 1999

TO: All Individuals and Groups Interested in the Activities of the
Commission on Teacher Credentialing

FROM: Sam W. Swofford, Ed. D.
Executive Director

SUBJECT: Amendment to Sections 80043 and 80045 of Title 5, California Code
of Regulations, Pertaining to Eminence Credentials

The Office of Administrative Law has approved the amendments to Title 5 Regulations, Sections 80043 and 80045. These regulations will become effective April 11, 1999. The amendments clarify an eminence applicants role in the school district and assigns Commission staff the authority to review eminence applications.

The first amendment requires a school district to demonstrate in writing how an eminent individual enriches the educational quality of the school district. The request for an Eminence Credential cannot be based on the district's employment needs.

The second amendment allows the Commission to authorize certification staff to review eminence applications to determine if an individual meets the definition of eminence as outlined in Education Code Section 44262. If an applicant meets the definition, staff will forward the application to the Commission for review and action. However, the Commission is the final authority in approving Eminence Credentials. If the staff denies an application for eminence, the employing school district may request the Commission to review the staff decision.

The regulations also clarify that the commission staff renews Eminence Credentials and that at the end of five years of an individual possessing the Eminence Credential, a Professional Clear Eminence Teaching Credential will be issued when a written statement of support from the eminence holders governing board is submitted.

Eminence Credential Procedures

The regulations define an eminent individual as one who is recognized as such beyond the boundaries of his or her community, has demonstrably advanced his or her field, and has been acknowledged by his or her peers beyond the norm for others in the specific endeavor. A district must demonstrate how an individual meets this definition. The Commission has established the following procedures and guidelines to assist a district in submitting an eminence application. A district requesting an eminence credential must submit the following:

- Form CL-226 entitled "Recommendation for a Person of Eminence" which documents action by the district governing board (attached);
- Verification of passage of the California Basic Education Skills Test (CBEST);
- Application form (41-4) and fee;
- Character and Identification Clearance form (41-CIC), two fingerprint cards and processing fees (or livescan transmission to the Commission), if not already on file; and
- A letter from the district stating how this individual will enrich the education experience of the district.

The Eminence Credential applicant must attend the Commission meeting when his or her Eminence Credential is considered.

The following supporting documentation must be submitted with the eminence application:

- Evidence the individual meets the definition of eminence as defined in regulations;;
- Affirmations of eminence from professional associations, former and current employers, professional colleagues (beyond those he/she currently works with) and other individual or groups;
- Documentation may include advanced degrees, distinguished employment/performance, related study or experience, publications, evidence of statewide or national leadership in a professional organization and awards or honors; and
- A letter from the applicant describing his or her accomplishments that support a claim of eminence.

A leaflet (CL-504) explaining the application procedure is attached to this coded correspondence.

Rationale for Proposed Regulations

80043(a)- The new language clarifies that the Commission would include in its decision for eminence an individual's ability to enrich the educational quality of a school district.

80043(c)-The new language authorizes staff to serve as the reviewing body for eminence applications. If the staff finds that an application does not meet the definition, staff would deny the application. If staff denies an application, the school district submitting the application would need an appeal procedure.

80045(a)-Education Code Section 44262 established a two-year initial preliminary Eminence Credential. The language clarifies the process for a district to request a renewal and an extension of three-years to the preliminary Eminence Credential.

80045(b)-This addition to the regulation clarifies that at the end of a five-year period of holding a preliminary Eminence Credential, an individual would be granted a Professional Clear Eminence Credential based upon a written statement from the employing school district.

For further information about the Eminence Credential, please contact the Commission's Information Services Unit at (916) 445-7256 between 8:00 am and 5:00 pm, weekdays, or by e-mail at credentials@ctc.ca.gov.

**Amendments and Additions to
California Code of Regulations, Title 5
Related to Eminence Credentials**

§ 80043. Statement of Employment and Verification of Qualifications.

- (a) When considering an application for an Eminence Credential, the Commission shall be guided by the following definition of an eminent individual: The eminent individual is recognized as such beyond the boundaries of his or her community, has demonstrably advanced his or her field and has been acknowledged by his or her peers beyond the norm for others in the specific endeavor. The employing school district shall demonstrate how the eminent individual will enrich the educational quality of the school district and not how he or she will fill an employment need.
- (b) Pursuant to Section 44262 of the Education Code, issuance of an Eminence Credential shall be based upon a recommendation from the governing board of the school district, a statement of employment, submission of the fee(s) established in Section 80487 and a verification of the applicant's eminence qualifications.
- (1) The Statement of Employment in the district shall include the proposed assignment of the credential applicant, and a certification of the intention of the district to employ the applicant if granted an Eminence Credential.
- (2) The verification of eminence qualifications of an applicant for an Eminence Credential shall include:
- (A) Recommendations, which may be from, but need not be limited to, the following: professional associations; former employers; professional colleagues; any other individuals or groups whose evaluations would support eminence; and
- (B) Documentation of achievement, which may include, but need not be limited to, the following: advanced degrees earned; distinguished employment; evidence of related study or experience; publications; professional achievement; and recognition attained for contributions to his or her field of endeavor.
- (3) The Commission shall provide notice to the public of those individuals for whom it is considering issuing Eminence Credentials. Any association, group, or individual may provide the Commission with a written statement regarding the qualifications of an individual under consideration for an Eminence Credential.
- (c) The Commission may assign certification staff the authority to review eminence applications to determine if an individual meets the definition of eminence pursuant to Section 44262 of the Education Code and (a) above.
- (1) If staff concludes an applicant meets the definition, staff shall forward the application to the Commission for review and action at the next available meeting.
- (2) If staff concludes an applicant does not meet the definition, staff shall deny the application.
- (A) If the staff denies an application for eminence, the employing school district requesting the Eminence Credential may request the Commission to a review the staff decision.

(B)If the Commission takes action to hear the school district's application, it will be scheduled for a subsequent meeting when the Commission votes to grant or deny the Eminence Credential.

NOTE: Authority Cited: Section 44225, Education Code. Reference: Section 44262, Education Code.

§ 80045. Renewal of Eminence Credential.

(a)The Commission staff shall renew an Eminence Credential for three years upon receipt of an application for renewal with a written statement of support from the governing board of the school district adopted in a public meeting and submission of the fee(s) established in Section 80487.

(b)The Commission staff shall issue a Professional Clear Eminence Teaching Credential at the end of five years of possession of the Eminence Credential with a written statement of support from the governing board of the school district adopted in a public meeting, submission of an application and the fee established in Section 80487.

NOTE: Authority cited: Section 44225, Education Code. Reference: Section 44262, Education Code.



State of California

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EMINENCE CREDENTIAL

In order to be considered for an Eminence Credential, an individual must: (1) be recommended by the governing board of a school district; (2) have his/her employment verified by the district; and (3) submit an Eminence Credential Application to the California Commission on Teacher Credentialing. Commission staff will initially review the application utilizing Commission approved Eminence Guidelines. Following either staff approval of the application or a decision by the Commission to hear a school district's appeal of a staff rejected application, the Commission will grant or deny the Eminence Credential during a scheduled meeting of the Credentials and Certificated Assignment Committee. An application that appears to meet the Guidelines will not automatically be approved by the Commission.

The Commission defines an eminent individual *as one who is recognized as such beyond the boundaries of his or her community, has demonstrably advanced his or her field, and has been acknowledged by his or her peers beyond the norm for others in the specific endeavor.* The district's employment needs shall not be considered as evidence for eminence. **The applicant must attend the Commission meeting when his or her Eminence Credential is considered.**

APPLICATION REQUIREMENTS

The following must be included with an application for an Eminence Credential:

- Application form (41-4) and fee;
Please write "EMINENCE" in the appeal box on the application for special handling.
- Character and Identification Clearance form (41-CIC), two fingerprint cards, and processing fees, if not already on file;
- Completed form CL-226 entitled "Recommendation for a Person of Eminence" which documents action by the district governing board;
- Verification of passage of the California Basic Educational Skills Test (CBEST).
- A letter from the district stating how this individual will enrich the education experience of the district.

DOCUMENTATION REQUIREMENTS

The following supporting documentation must be submitted with the eminence application.

- Evidence must be presented in each of the following areas:**
 1. *The individual is recognized as eminent beyond the boundaries of his or her community;*
 2. *Demonstrably advanced his or her field; and*
 3. *Acknowledged by his or her peers beyond the norm for others in the specific endeavor.*

- Affirmations of eminence need to be from (but are not limited to):**
 1. Professional Associations
 2. Former and Current Employers
 3. Professional Colleagues (beyond those he/she currently works with)
 4. Other (individuals or groups whose evaluations would support eminence)

- Documentation may include (but is not limited to):**
 1. Advanced Degrees (required for academic authorizations)
 2. Distinguished Employment/Performance
 3. Related Study or Experience
 4. Publications and/or articles published in established trade or professional journals
 5. Evidence of leadership in state or national professional organizations
 6. Awards or honors attained for contributions to his or her field of endeavor

- A letter from the applicant describing his or her accomplishments that support a claim of eminence.**

VALIDITY OF EMINENCE CREDENTIAL

The first issuance of the Eminence Credential is valid for two years. The second issuance is valid for three years. The first five years of the Eminence Credential is restricted to the employing school district that requested the Eminence Credential. After five years, the holder qualifies for a professional clear credential that is valid throughout California.

RENEWAL OF EMINENCE CREDENTIAL:

The Commission shall renew an Eminence Credential for a period of three years upon receipt of an application and current fees with a written statement of support from the governing board of the school district adopted in a public meeting.

RECOMMENDATION FOR A PERSON OF EMINENCE

The Governing Board of the _____
school district, by resolution adopted on _____, in accordance
(Date)
with Education Code, Section 44262, recommends the issuance of a credential
based on Eminence to _____
(Name)
in the subject of _____

Eminence was determined on the basis of _____

The above named applicant will be employed in this school district to serve as a
_____ on the _____ level.
(Teacher/Subject, Administrator, etc.) (elementary or secondary)

Name _____

Title _____
District Superintendent

Date _____

The individual is recognized as being eminent beyond the boundaries of his or her community, has demonstrably advanced his or her field and has been acknowledged by his or her peers beyond the norm for others in the specific endeavor.

1. Attached are affirmations of eminence from the following:

2. The following documentation of achievement (advanced degrees, distinguished employment, publications, etc.), are attached:

3. Attached are miscellaneous items the district feels support eminence.

4. Attached is a letter from the applicant describing his or her accomplishments that support a claim of eminence.