



newsBLAST!

Connecticut Educator Certification News

IN THIS ISSUE:

Testing
Policy 1

The ED 126 Statement of Professional
Experience: Important Updates 3

Bookmark
This 5

TESTING POLICY

REMIND EDUCATORS: DO NOT LET CERTIFICATES LAPSE

New legislation and test regeneration by testing companies are increasing the frequency of changes to assessment requirements for certification. It is more important than ever that educators are aware of the expiration date on their certificates. A lapse in certification often means that educators must meet new test requirements, as well as possible new coursework requirements, before they will again become eligible for certification. This may affect their employment status, health benefits and retirement. *Elementary educators especially are impacted.* Those who originally became eligible for certification prior to the Foundations of Reading Test requirement now must pass the Foundations of Reading as well as the new, multi-subject Praxis II tests, #5031 and #0622 before they will again be eligible after a lapse.

Please remind educators to keep track of the expiration date on their certificates. Educators do not have to wait until the expiration date if they are eligible to advance a certificate to the next level. And even if they will not be eligible to advance to a new level, they may apply to renew or continue a certificate up to six months prior to the expiration date.

ARC COMPLETERS

ARC completers cannot apply for certification until they find employment under the endorsement for which they were prepared. So for ARC completers especially, if candidates completed their program prior to implementation of new test requirements, they may need to meet current test requirements before they will be eligible for a certificate or permit.

Continued ►

** Subscribe to *NewsBlast!* by E-mailing wendy.harwin@ct.gov. **



CertAlert NewsBlast! is brought to you by the Bureau of Educator Standards and Certification, Connecticut State Department of Education. Please visit our Web site at www.ct.gov/sde/cert.

(TESTING POLICY, continued)

TRANSITION TO NEWLY ADOPTED TESTS

NEW TESTS

When a new test is adopted which is NOT comparable to the test(s) previously required, the new test is required of educators seeking the endorsement who do not hold a valid Connecticut educator certificate in that area. Passing scores on previously required tests cannot be accepted to meet requirements for completely new tests such as the Connecticut Foundations of Reading Test or new Praxis II tests adopted for elementary education, tests #5031 and #0622. Educators who allow their certificates to lapse even for a short time will be required to pass all current State Board Approved tests before they will become eligible for recertification. Previously adopted tests will no longer meet eligibility requirements.

REGENERATED TESTS

When a new test is adopted which IS comparable to the test(s) previously required, the older test(s) may be accepted to meet testing requirements for five years from the effective date of the new test, provided the applicant passed all portions of the previous requirement PRIOR to the effective date of the new test. For example, effective September 1, 2011, Praxis II test #0044 was adopted to replace the comparable Praxis II tests #0041 and #0042 for endorsement to teach secondary English. Candidates who passed BOTH #0041 and #0042 PRIOR to September 1, 2011 and who apply by August 31, 2016 (five years from the effective date of the new test) will not be required to take the new test, #0044. However, educators who do not hold a valid certificate in secondary English and apply for the endorsement on or after September 1, 2016, will be required to take test #0044 even if they passed #0041 and #0042. Therefore, educators who allow their certificates to lapse five or more years after the effective date of a new comparable test are required to pass current tests before they will become eligible for recertification.

THE ED 126 STATEMENT OF PROFESSIONAL EXPERIENCE: IMPORTANT UPDATES

Verification of successful experience is now required with all application forms. Whether renewing an initial educator certificate, continuing a professional certificate or advancing to a new level, if the educator served in your district, this experience should be verified as successful or unsuccessful. The ED 126 Statement of Professional Experience is required.

It is important to ensure that the information verified by the district on the ED 126 matches the information the district provides on the ED 163 Certified Staff List. If a difference is noted, the discrepancy must be resolved before the certification application can be processed. If an error was made in the staff list, only the current year may be corrected. Past years are closed and cannot be altered. If incorrect information was provided on an ED 126, a revised form is required. Either way, a letter of explanation describing the reason for the discrepancy is required from the superintendent.

The accuracy of the staff file is very important. The information it provides is relied upon for meeting numerous federal and state reporting requirements. As time goes on, we will be relying more on the information in the staff file. We may not be able to accept experience to meet certification eligibility requirements if it has not been correctly reported by the district.

As verifying successful experience becomes more important to educators' certification status and increased scrutiny is required by legislators and the public for accountability, it is very important that the ED 126 forms are completed correctly. Valuable time is lost when a revised ED 126 must be submitted. You can avoid delay and extra work by remembering the following:

- The ED 126 should be signed by the superintendent no more than three months prior to the date the educator submitted an application if the educator is still employed in the district. This ensures that evaluation of the application is based on current information.
- The ED 126 may only be signed by the superintendent or authorized designee. Before the signature of a designee can be accepted, the superintendent must formally authorize the specific individual by name, in writing, to our office.
- The ED 126 should include ALL service in the district, not solely the experience under the certificate for which they are currently applying.
- The ED 126 is a verification of service, not employment. If the dates of service include a leave of absence, the district may either include only specific dates of service (for example, July 1, 2003 to June 30, 2005 and January 12, 2006 to June 30, 2006) or may include the specific dates of the leave on a separate line (for example, July 1, 2003 to June 30, 2006—medical leave from June 30, 2005 to January 12, 2006).

Continued ►

(THE ED 126 STATEMENT OF PROFESSIONAL EXPERIENCE: IMPORTANT UPDATES, continued)

- The ED 126 is used to verify service in positions for which the state requires certification. An ED 126 is NOT required for experience in positions such as tutor, paraprofessional, FRC director, or parent educator, for which the district may require certification, but for which the state does not.

Print the ED 126 at www.sde.ct.gov/sde/lib/sde/PDF/Cert/certform/ed_126.pdf. Questions about how to complete an ED 126 may be submitted by phone through the superintendent's line or by E-mail to teacher.cert@ct.gov.

HOW TO COMPLETE A STATEMENT OF PROFESSIONAL EXPERIENCE

The Superintendent's Office **MUST** Complete The Grid Below. (Applicants do **NOT** complete sections below this line.) **6**

Position Held (e.g., teacher, administrator, social worker, etc.)	Subject/Field <i>For middle/secondary teachers, indicate each subject taught.</i>	Grade Level	Certification Endorsement Required for Position	Check Below if:		Dates of Service	
				Full-Time (50% or more)	Part-Time (less than 50%)	From (Month/Year)	To (Month/Year)
Teacher	History	7	026	✓		8/30/01	Present
Teacher	English	8-9	015		✓	9/16/05	6/18/06
Adult Education	If the applicant served as an adult education teacher, indicate the number of hours served per school year.		# of hours/yr.	# of hours/yr.	# of hours/yr.		
School Psychologist	If the applicant completed a school psychologist internship (not under contract), please check here. <input type="checkbox"/>						

Superintendent Attestation: Please check the appropriate box, sign and complete the school information below.

- 4** The applicant named has served successfully in the above position(s) in our public or approved nonpublic schools.

- 1** List only the endorsement the educator served under on the grid. They will NOT lose an endorsement because they have not served under it.
- 2** If the educator served under more than one endorsement, list each on a separate line with the exact dates of service for each endorsement, and the percentage of time spent on each.
- 3** Include the subject taught for educators in bilingual departmentalized classrooms.
- 4** Do not forget to indicate by checking one of the boxes under the grid whether the service was successful.
- 5** Include original signature and title. Only the superintendent is authorized to sign the form unless a letter authorizing another person is on file in Certification.
- 6** Applicants should not fill in the grid. This information must come from the superintendent's office.

BOOKMARK THIS: www.ct.gov/sde/cert

HELPFUL UPDATES AND INFORMATION

The address above is the main certification information page for the Connecticut State Department of Education. It provides useful information, such as:

- updated versions of the guide to “Obtaining Connecticut Educator Certification,” which you may wish to recommend to out-of-state applicants for employment;
- the guide to “Maintaining Connecticut Educator Certification,” which current educators may find helpful;
- all current testing requirements, which are listed in the “Guide to Assessments for Educator Certification in Connecticut” under the assessments link; and
- changes to certification requirements, which are posted as quickly as possible under Certification Alerts near the top of the page.

PUBLIC CERTIFICATION LOOKUP

And don't forget that the main certification page also leads to the public certification look up feature of the Connecticut Educator Certification System (CECS). You do NOT need to create an account to use this function. To determine the type of certificate held, the endorsements and the effective and expiration dates, click on the big blue “Log in to CECS” button near the top of the page. Then click on “**Educator Certification Lookup**” (see below). You will need to enter the educator's first and last name, and your E-mail address to obtain the information.

