

LEA Specific Educator License Policy

Reference(s):

- [R277-301-7](#) LEA-specific Educator License Requirements
- [R277-214](#) Utah Professional Practices Advisory Commission
Criminal Background Review
- [R277-500](#) Educator Licensing Renewal, Timelines, and Required
Fingerprint Background Checks
- [R277-530](#) Utah Effective Educator Standards
- [R277-515](#) Utah Educator Professional Standards

I. Philosophy/Purpose

- A. East Hollywood is committed to compliance with Utah State Board of Education (USBE) rules outlining requirements and procedures for obtaining educator licenses required for employment as a licensed educator. East Hollywood also recognizes the license structure of an LEA-specific educator license to allow local Districts to determine specific license areas of concentration and endorsement in accordance with [R277-301\(7\)](#). East Hollywood recognizes the requirements of content knowledge and pedagogical requirements for licensed educators, including required criminal background checks and ethics review.

II. Educator License and Endorsement Requirements

- A. East Hollywood High School LEA license Eligibility Criteria
All Applicants must:

1. Complete a bachelor's or higher degree in a related field of study; or
2. Have exceptional or specialized occupational experience, training, or expertise directly related to the area of assignment; and,
3. Complete a criminal background check including review of any criminal offenses and clearance in accordance with [Rule R277-214](#); and,
4. Complete the educator ethics review as described in Rule [R277-500](#) within one calendar year prior to the application.

- B. East Hollywood High School LEA Endorsement Eligibility

1. This authorization may be issued for a one to three-year period upon request from an administrator or licensed teacher (LEA, Associate, or Professional) who is not endorsed in the area of assignment.

- C. East Hollywood High School LEA License or Endorsement Approval

1. The application must receive approval from the East Hollywood Board of Education in a public meeting no more than 60 days prior to employment and include:

- a) Rationale for the appointment of an East Hollywood High School LEA-specific license or endorsement.
 - b) Verification that there is an inadequate supply of highly qualified and suitable license applicants in the license and endorsement areas as demonstrated by posting the position for a reasonable period of not less than five days.
- D. An East Hollywood LEA-specific license area or endorsement is valid for up to three years. After three years, renewal of the license is subject to the approval or denial of the Utah State Board of Education.
- E. An East Hollywood LEA-specific license expires immediately if the educator's employment with East Hollywood High School ends and the educator is not rehired by East Hollywood as an educator in the next contract year.
- F. In accordance with [R277-301](#), an LEA-specific Educator License may not be offered in the area of Special Education.
- III. The East Hollywood LEA-specific Education Training, Mentoring, and Support.
- A. Within the first year of employment, the educator must complete the following training:
 1. Educator ethics;
 2. Classroom management and instruction;
 3. Basic special education law and instruction; and
 4. Utah Effective Teaching Standards described in [R277-530](#).
 5. The educator must participate in East Hollywood's Mentoring Program.
 - B. East Hollywood shall provide at least a three-year mentoring program by a trained mentor educator who:
 1. Holds a professional educator license; and
 2. Where possible, performs substantially the same duties as the educator with release time to work as a mentor; or
 3. is assigned as an instructional coach or equivalent position
 4. The assigned mentora shall assist the educator to meet the Utah Effective Educator Standards established in [Rule R277-530](#) but may not serve as an evaluator of the educator.
 - C. The mentoring program shall include:
 1. A formal Professional Learning Plan and support in meeting the requirements of a professional license area; and
 2. On-going training on educator ethics and special education.
 - D. The Applicant and East Hollywood Administration will jointly develop an Associate Licensing Plan to:
 1. Encourage transition from an East Hollywood LEA License to a Professional License.

2. Identify applicable educational, skill, and/or content knowledge requirements for enrollment in a qualified educator preparation program.
3. Identify paths and opportunities to prepare for successful passage of a pedagogical performance assessment.
4. Develop significant competency and knowledge sufficient to justify an extension request from the Utah State Board of Education for a continued East Hollywood LEA License if transition to an Associate License is not reasonable if applicable.

IV. Notification of LEA-specific Educator License

- A. East Hollywood High School shall post LEA-specific Educator Licenses, license areas, or endorsements on each school's website. The post shall include:
 1. A disclosure of the fact that the school employs LEA-specific educator licenses, license areas or endorsements.
 2. The percentage of licenses, licenses areas, and endorsements held by the educators employed in the school based on the employee's FTE in the Comprehensive Administration of Credentials for Teachers in Utah Schools (CACTUS); and
 3. A link to the [Utah Educator Look-up tool](#).