

EDUCATION

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 32:1828 (October 2006).

**Subchapter D. Educational Leadership Title Equivalencies**

**§761. Title Equivalencies**

Administrative Guidelines from Bulletin 741	Certification Endorsement Prior to Educational Leader Licensure Structure	Certification under Educational Leader Licensure Structure
Superintendent	School Superintendent	Educational Leader Level 3
Assistant Superintendent	School Superintendent	Educational Leader Level 3
Special	Parish/City	Educational Leader Level 1
Education Supervisor	Supervisor/Director of Special Education	Educational Leader Level 2
Child welfare and Attendance Supervisor	Supervisor of Child welfare and Attendance and/or Visiting Teacher	Educational Leader Level 1 Educational Leader Level 2
Principal or Assistant Principal	Provisional Elementary Principal Elementary Principal Provisional Secondary Principal Secondary Principal Provisional Principal Principal Combination School Principal	Educational Leader Level 1 Educational Leader Level 2
Supervisor	Parish/City Supervisor of Instruction	Educational Leader Level 1 Educational Leader Level 2

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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**Subchapter E. All Other Supervisory Endorsements**

**§781. Introduction**

A. In addition to those areas of supervision/administration embraced within the Educational Leader Certification Structure, the following supervisory endorsements are available to candidates holding a Louisiana teaching certificate:

1. Supervisor of School Libraries;
2. Supervisor of Parish or City Materials and Media Centers;
3. Supervisor of Student Teaching.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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**§783. Supervisor of School Libraries—Eligibility Requirements**

A. Supervisor of school libraries eligibility requirements:

1. Type A or Level 3 Louisiana certificate authorizing school library service;
2. five or more years of successful experience as a school librarian;
3. master's degree in library science from a regionally accredited institution, including 12 semester hours of graduate training in library science and a minimum of 21 semester hours of undergraduate credit in library science.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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**§785. Supervisor of Parish or City Materials and/or Media Centers**

A. Supervisor of parish or city materials and/or media centers eligibility requirements:

1. Type A or Level 3 Louisiana teaching certificate;
2. advanced degree from a regionally accredited institution;
3. 15 semester hours of graduate course work in non-book media:
  - a. utilization of audiovisual materials (three);
  - b. media design and production (three);
  - c. administration of media programs (three);
  - d. six semester hours of electives from courses such as photography, educational television, programmed instruction, media research, advanced production techniques, and communication theory.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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**§787. Supervisor of Student Teaching**

A. This is no longer a required endorsement that must appear on a certificate.

B. To qualify to perform this supervisory service, a teacher must meet one of the following eligibility criteria:

1. valid Type A or Level 3 Louisiana certificate in the field of the supervisory assignment;
2. valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and successfully complete the three semester-hour course in the supervision of student teaching;
3. valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and successfully

complete assessor training through the Louisiana Teacher Assistance and Assessment Program; and

4. valid Type B or Level 2 Louisiana certificate in the field of the supervisory assignment and National Board Certification in the field of the supervisory assignment.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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## **Chapter 8. Certification Appeal Process**

### **§801. Overview**

A. The certification appeal process is available to an individual who has applied for certification and has been denied the requested certification due to the absence of certification requirements. The process provides such an individual the opportunity to petition the Teacher Certification Appeals Council (TCAC) to consider other factors and evidence, in lieu of the missing certification requirements.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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### **§803. Appeal Process**

A. An applicant who is denied certification but who believes that he/she has legitimate grounds for an appeal, may submit a Certification Appeal Application to the Board of Elementary and Secondary Education (BESE) office. Only an individual who has been evaluated and denied certification through the Division of Teacher Certification and Higher Education is eligible to file an appeal. The following restrictions apply:

1. an appeal cannot be initiated until an applicant has submitted a complete certification application to the Louisiana Department of Education, Division of Teacher Certification and Higher Education; the application is reviewed by a certification specialist; and the applicant is notified that he/she is denied the requested certification;

2. the BESE Office must receive an appeal within 120 days from the date that the certification request was denied;

3. certification requirements mandated by state or federal law, as cited below, cannot be waived through the appeal process:

- a. NTE/Praxis requirements for initial certification;
- b. a grade point average of 2.50 for initial certification;
- c. for those who have participated in any undergraduate teacher education program, reading requirements per 17:7.1.A.(4)(a) of the Louisiana Revised Statutes provide for a prescribed number of semester hours

in the teaching of reading, as established in policy by the State Board of Elementary and Secondary Education in accordance with the level of certification to be awarded, such requirement to be in addition to requirements for English courses, and such courses in the teaching of reading to emphasize techniques of teaching reading and the recognition and correction of reading problems of the student. State Board policy has set these requirements as follows:

- i. for elementary grades undergraduate programs, nine hours of reading coursework;
- ii. for middle grades undergraduate programs, six hours of reading coursework; or
- iii. for secondary grades undergraduate programs, three hours of reading coursework;

d. for those who have participated in any alternate teacher education program, as provided pursuant to reading requirements per 17:7.1.A.(4)(b) and to rules and regulations adopted by the State Board of Elementary and Secondary Education, the applicant shall be given the option of either completing the same amount of semester hours as required for the teaching of reading for undergraduate program applicants as shown in Subparagraph A.3.c above or in lieu of such semester hour requirements shall possess the reading and literacy competencies identified in scientifically based reading research at the national level and approved by the State Board of Elementary and Secondary Education for the teaching of reading.

**AUTHORITY NOTE:** Promulgated in accordance with R.S. 17:6 (A)(10), (11), (15); R.S. 17:7(6); R.S. 17:10; R.S. 17:22(6); R.S. 17:391.1-391.10; R.S. 17:411.

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### **§805. Application Packet**

A. An individual seeking an appeal of his/her certification decision is advised to read carefully all information about completing the BESE Certification Appeal Application before beginning the process. The complete application packet is located in the Board of Elementary and Secondary Education (BESE) section of the Department of Education website at [teachlouisiana.net](http://teachlouisiana.net). If there are questions regarding the appeal packet, an applicant can contact the BESE office at 225-342-5840.

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