

Title 178 WAC ECONOMIC DEVELOPMENT FINANCE AUTHORITY

Chapters**178-01 Policies.**

Chapter 178-01 WAC POLICIES

WAC

178-01-010 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

178-01-010 Operations and procedures. [Statutory Authority: RCW 43.163.100(18). 92-09-002, § 178-01-010, filed 4/2/92, effective 5/3/92.] Repealed by 95-08-008, filed 3/22/95, effective 4/22/95. Statutory Authority: RCW 43.163.100(18).

WAC 178-01-010 Repealed. See Disposition Table at beginning of this chapter.

Title 180 WAC EDUCATION, BOARD OF

Chapters

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- 180-16** State support of public schools.
- 180-18** Waivers for restructuring purposes.
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Chapter 180-10 WAC ACCESS TO PUBLIC RECORDS

WAC

- 180-10-003 Description of organization.
- 180-10-005 Operations and procedures.
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- 180-10-010 Access to public records.
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- 180-10-045 Protection of public records.

WAC 180-10-003 Description of organization. The state board of education is created by law in chapter 28A.305 RCW. The board consists of one voting member from each congressional district in the state elected by the members of school district boards of directors thereof who serve staggered four-year terms; the superintendent of public instruction, who serves as an ex officio member and chief executive officer of the board and votes only to break ties; and, one member elected at large by members of the boards of directors of approved private schools who serves a four-year term. A secretary (executive director) is appointed by the board. General powers of the board affect teacher training and certification programs, high school graduation requirements, school accreditation, school building assistance, school district organization and classification, general government of the schools, approval of basic education programs, approval of private schools, and other matters which include the discipline of pupils and instructional program improvement.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-003, filed 12/15/95, effective 1/15/96. Statutory Authority: 1990 c 33. 90-17-009, § 180-10-003, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 42.17.250. 83-08-016 (Order 1-83), § 180-10-003, filed 3/29/83. Statutory Authority: RCW 28A.04.120, 42.17.010, 42.17.020, 42.17.250 through 42.17.340. 80-06-092 (Order 6-80), § 180-10-003, filed 5/29/80.]

WAC 180-10-005 Operations and procedures. The state board is required by law to hold an annual meeting and other meetings as it deems necessary to conduct its business. Pursuant to the Washington State Register Act of 1977, the board publishes a schedule of its meetings and notices of proposed rule-making actions in the Washington State Register. The meetings may be scheduled in various locations across the state. The secretary (executive director) to the state board of education maintains a complete record of all board proceedings and supporting materials.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-005, filed 12/15/95, effective 1/15/96. Statutory Authority: RCW 28A.04.120, 42.17.010, 42.17.020, 42.17.250 [42.17.250] through 42.17.340. 80-06-092 (Order 6-80), § 180-10-005, filed 5/29/80.]

WAC 180-10-007 Definitions. (1) Public records. As used in this chapter, "public record" includes any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by the state board of education regardless of physical form or character-

istics: *Provided, however,* That the personal and other records cited in RCW 42.17.310 are exempt from the definition of public record.

(2) Writing. As used in this chapter, "writing" means handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including letters, words, pictures, sounds, symbols, or combination thereof, and all papers, maps, magnetic or paper tapes, photographic films and prints, motion picture, film and video recordings, magnetic or punched cards, disks, drums, diskettes, sound recordings, and other documents including existing data compilations from which data may be obtained or translated.

(3) State board of education. The state board of education is an agency created by law in chapter 28A.305 RCW. The state board of education shall hereafter be referred to as the "board" or "state board."

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-007, filed 12/15/95, effective 1/15/96.]

WAC 180-10-010 Access to public records. (1) All public records of the state board, as defined in RCW 42.17.020 (27) and (29), prepared, owned, used, or retained by the board, shall be available for public inspection and copying during normal office hours except for records or information in records exempted from public disclosure by or pursuant to the terms of chapter 42.17 RCW including, but not limited to, the following:

(a) Personal information in files maintained by the board to the extent that disclosure would violate any individual's right to privacy.

(b) Preliminary drafts, notes, recommendations, and intra-agency memorandums in which opinions are expressed or policies formulated or recommended, except that a specific record shall not be exempt when publicly cited by the board in connection with any board action.

(c) Records which are relevant to a controversy to which the board is a party but which records would not be available to another party under the rules of pretrial discovery for causes pending in the superior courts.

(d) Any other information which is exempt from public inspection under RCW 42.17.310 where disclosure would violate personal privacy or vital government interests.

(2) The exemptions of this section shall be inapplicable to the extent that information, the disclosure of which would violate personal privacy or vital government interest, can be deleted from the specific records sought. No exception shall be construed to permit the nondisclosure of statistical information when such information is not descriptive of any readily identifiable person or persons.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-010, filed 12/15/95, effective 1/15/96. Statutory Authority: RCW 28A.04.120, 42.17.010, 42.17.020, 47.17.250 [42.17.250] through 42.17.340. 80-06-092 (Order 6-80), § 180-10-010, filed 5/29/80.]

WAC 180-10-015 Public records officer. The state board's public records shall be in the charge of the board's secretary (executive director), the board's designated public records officer. The person so designated shall be located in the administrative office of the board located in the Old Capitol Building, 600 South Washington, Olympia, Washing-

ton 98504-7206. The secretary (executive director) shall be responsible for the following: Implementation of the board's rules and regulations regarding release of public records, and generally ensuring compliance by staff with the public records disclosure requirements in chapter 42.17 RCW.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-015, filed 12/15/95, effective 1/15/96.]

WAC 180-10-020 Office hours. Public records shall be available for inspection and copying during the customary office hours of the administrative office of the board. For the purposes of this chapter, the customary office hours shall be from 8:00 a.m. to noon and from 1:00 p.m. to 5:00 p.m., Monday through Friday, excluding legal holidays.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-020, filed 12/15/95, effective 1/15/96.]

WAC 180-10-025 Requests for public records. In accordance with the requirements of RCW 42.17.290 that agencies prevent unreasonable invasions of privacy, protect public records from damage or disorganization, and prevent excessive interference with essential functions of the agency, public records are only obtainable by members of the public when those members of the public comply with the following procedures:

(1) A request shall be made in writing. The written request shall be presented to the secretary (executive director) or designee at the administrative office of the board during customary office hours or may also be mailed. The request shall include the following information:

(a) The name of the person requesting the record;

(b) The time of day and calendar date on which the request was made;

(c) The nature of the request;

(d) If the matter requested is referenced within the current index maintained by the secretary (executive director), a reference to the requested information as it is described in such current index;

(e) If the requested matter is not identifiable by reference to the current index, an appropriate description of the record requested.

(2) In all cases in which a member of the public is making a request, it shall be the obligation of the secretary (executive director), or person to whom the request is made, to assist the member of the public in succinctly identifying the public record requested.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-025, filed 12/15/95, effective 1/15/96.]

WAC 180-10-030 Copying. No fee shall be charged for the inspection of public records. The board may impose a charge for providing copies of public records and for the use by any person of agency equipment to copy public records; such charges shall not exceed fifteen cents per page for photocopies of public records or for use of agency equipment to photocopy public records and the actual postage or delivery charge and the cost of any container or envelope used to mail the public records to the requester. No person shall be released a record so copied until and unless the person requesting the copied public record has tendered payment for such copying to the appropriate

official. All charges must be paid by money order, check, or cash in advance.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-030, filed 12/15/95, effective 1/15/96.]

WAC 180-10-035 Determination regarding exempt records. (1) The board reserves the right to determine that a public record requested in accordance with WAC 180-10-025 is exempt under the provisions of RCW 42.17.310 and 42.17.315. Such determination may be made in consultation with the secretary (executive director) or an assistant attorney general assigned to the board.

(2) Pursuant to RCW 42.17.260, the board reserves the right to delete identifying details when it makes available or publishes any public record when there is reason to believe that disclosure of such details would be an unreasonable invasion of personal privacy: *Provided, however,* In each case, the justification for the deletion shall be explained fully in writing.

(3) Response to requests for a public record must be made promptly. Within five business days of receiving a public record request, the board shall respond by either:

- (a) Providing the record;
- (b) Acknowledging that the board has received the request and providing a reasonable estimate of the time the board will require to respond to the request; or
- (c) Denying the public record request.

Additional time required to respond to a request may be based upon the need to clarify the intent of the request, to locate and assemble the information requested, to notify third persons or agencies affected by the request, or to determine whether any of the information requested is exempt and that a denial should be made as to all or part of the request. In acknowledging receipt of a public record request that is unclear, the agency may ask the requester to clarify what information the requester is seeking. If the requester fails to clarify the request within five working days of being asked for said clarification, the board need not respond to it.

(4) All denials of request for public records must be accompanied by a written statement, signed by the secretary (executive director) or designee, specifying the reason for the denial, a statement of the specific exemption authorizing the withholding of the record, and a brief explanation of how the exemption applies to the public record withheld.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-035, filed 12/15/95, effective 1/15/96.]

WAC 180-10-040 Review of denials of public record requests. (1) Any person who objects to the denial of a request for a public record may petition for prompt review of such decision by tendering a written request for review. The written request shall specifically refer to the written statement which constituted or accompanied the denial.

(2) The written request by a person petitioning for prompt review of a decision denying a public record shall be submitted to the board's secretary (executive director) or designee.

(3) Within two business days after receiving a written request by a person petitioning for a prompt review of a decision denying a public record, the secretary (executive director) or designee shall complete such review.

(4) During the course of the review the secretary (executive director) or designee shall consider the obligations of the board to comply fully with the intent of chapter 42.17 RCW insofar as it requires providing full public access to official records, but shall also consider both the exemptions provided in RCW 42.17.310 through 42.17.315, and the provisions of the statute which require the agency to protect public records from damage or disorganization, prevent excessive interference with essential functions of the agency, and prevent any unreasonable invasion of personal privacy by deleting identifying details.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-040, filed 12/15/95, effective 1/15/96.]

WAC 180-10-045 Protection of public records. Public records and a facility for their inspection will be provided by the secretary (executive director) or designee. Such records shall not be removed from the place designated for their inspection. Copies of such records may be arranged for according to the provisions of WAC 180-10-030.

[Statutory Authority: RCW 28A.305.010 and 28A.305.130. 96-01-066, § 180-10-045, filed 12/15/95, effective 1/15/96.]

Chapter 180-16 WAC

STATE SUPPORT OF PUBLIC SCHOOLS

WAC

180-16-200	Total program hour offering—Basic skills and work skills requirements—Waiver.
180-16-205	Classroom teacher contact hours requirement—Waiver.
180-16-210	Kindergarten through grade three students to classroom teacher ratio requirement.
180-16-215	Minimum one hundred eighty school day year.

WAC 180-16-200 Total program hour offering—Basic skills and work skills requirements—Waiver. (1) **Total program hour offering—Definition.**

(a) Each school district shall make available to students enrolled at least a total program hour offering as set forth in subsections (2) through (6) of this section. For the purpose of this section, "total program hour offering" shall mean those hours of sixty minutes each, inclusive of intermissions for class changes, recess and teacher/parent-guardian conferences which are planned and scheduled by the district for purposes of discussing students' educational needs or progress—exclusive of time actually spent for eating lunchtime meals—when students are provided the opportunity to engage in educational activity planned by and under the direction of school district staff, as directed by the administration and board of directors of the district.

For special education/handicapped programs operating in separate facilities in a school district, do not exclude the time actually spent for eating lunchtime meals if that time is specifically identified and utilized as instructional meal training for each student in the program.

(b) Adjustments of program hour offerings between grade level groupings. Any school district may petition the state board of education for a reduction in the total program hour offering requirements for one or more of the grade level groupings specified in subsections (2) through (6) of this section. The state board of education shall grant all

such petitions that are accompanied by an assurance that the minimum total program hour offering requirements in one or more other grade level groupings will be exceeded concurrently by no less than the number of hours of the reduction.

(c) Each school district shall make available to students enrolled at least an instructional hour offering as set forth in subsections (3) through (6) of this section. For the purpose of this section, "instructional hour offering" shall mean those hours of sixty minutes each—exclusive of recess time, passing time, total lunch intermission time, and noncountable release time on early dismissal days—when students are provided the opportunity to engage in the basic skills and/or work skills offered by and under the direction of school district staff, as directed by the administration and board of directors of the district.

(d) A school district has "provided the opportunity to engage in" the basic skills and work skills activities required by this section when the district actually conducts basic skills and work skills instruction for students. If a district is not actually conducting the percentage(s) of basic skills and/or work skills required by this section, such district nevertheless shall be deemed to be in compliance with such requirements if such district's instructional time offered to students in basic skills and work skills instruction equals or exceeds the minimum instructional hour requirements in each grade level grouping as specified in subsections (3) through (6) of this section. A school district that makes a reasonable and good faith effort through the first day of the school term to provide students the opportunity to take the section(s) or course(s) necessary to comply with the basic skills and work skills percentages, as specified in subsections (3) through (6) of this section and no student enrolled in such section(s) or course(s), may count that section(s) or course(s) toward the total basic skills and work skills percentages offered to students that term. Each of the basic skills areas specified in subsections (2) through (6) of this section for a particular grade level grouping must be offered each school year to students at one or more of the grade levels within the particular grade level grouping. Instruction in at least one of the following work skills must be offered each school year to students at one or more of the grade levels within each of the grade level groupings specified in subsections (5) and (6) of this section: Industrial arts, home and family life education, business and office education, distributive education, agricultural education, health occupations education, vocational education, trade and industrial education, technical education and career education.

(e) Five percent variation—Basic skills and work skills requirements. A school district may establish minimum course mix percentages that deviate within any grade level grouping by up to five percentage points above or below the minimums established by subsections (3) through (6) of this section, provided the total program hour offering requirement for the grade level grouping is met.

(2) **Kindergarten.** Each school district shall make available to students in kindergarten at least a total program offering of four hundred fifty hours each school year. The program shall include reading, arithmetic, language skills and such other subjects and activities as the school district shall determine to be appropriate for the education of the school district's students enrolled in such program.

(3) **Grades 1 through 3.** Each school district shall make available to students in grades one through three at least a total program hour offering of two thousand seven hundred hours each school year. A minimum of ninety-five percent (ninety percent with the five percent variation included, or 2,430 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of reading/language arts (which may include a language other than English), mathematics, social studies, science, music, art, health and physical education. The remaining five percent of the total program hour offerings may include such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades.

(4) **Grades 4 through 6.** Each school district shall make available to students in grades four through six at least a total program offering of two thousand nine hundred seventy hours each school year. A minimum of ninety percent (eighty-five percent with the five percent variation included, or 2,524.5 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of reading/language arts (which may include a language other than English), mathematics, social studies, science, music, art, health and physical education. The remaining ten percent of the total program hour offerings may include such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades.

(5) **Grades 7 through 8.** Each school district shall make available to students in grades seven through eight at least a total program hour offering of one thousand nine hundred eighty hours each school year. A minimum of eighty-five percent (eighty percent with the five percent variation included, or 1,584 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of reading/language arts (which may include a language other than English), mathematics, social studies, science, music, art, health and physical education. A minimum of ten percent (five percent with the five percent variation included, or 99 instructional hours) of the total program offerings shall be in the instruction of work skills. The remaining five percent of the total program hour offerings may include such subjects and activities as the school district shall determine to be appropriate for the education of the school district's students in such grades.

(6) **Grades 9 through 12.**

(a) Each school district shall make available to students in grades nine through twelve at least a total program hour offering of four thousand three hundred twenty hours each school year. A minimum of sixty percent (fifty-five percent with the five percent variation included, or 2,376 instructional hours) of such total program hour offerings shall be in the instruction of the basic skills areas of language arts, a language other than English, mathematics, social studies, science, music, art, health and physical education. A minimum of twenty percent (fifteen percent with the five percent variation included, or 648 instructional hours) of the total program hour offerings shall be in the instruction of work skills. The remainder of the total program hour offerings may include traffic safety or such subjects and activities as the school district shall determine to be appropriate.

priate for the education of the school district's students in such grades: *Provided*, That, whether or not the five percent deviations in course mix percentages allowed by subsection (2)(d) of this section are applied, not less than four hundred and thirty-two instructional hours (*i.e.*, ten percent of the total program hour requirement) of such remaining instructional hours shall consist of basic skills and/or work skills: *Provided*, That any program hours and/or instructional hours not achieved due to the implementation of WAC 180-16-215(4) relating to students graduating from high school, shall not be deducted from the total program hours calculated.

(b) Grade nine option. Each school district shall have the option of including grade nine within the program hour offering requirements of grades seven and eight so long as such requirements for grades seven through nine are increased to two thousand nine hundred seventy hours and such requirements for grades ten through twelve are decreased to three thousand two hundred forty hours. Each school district shall state which option is in use when providing compliance documentation to the superintendent of public instruction.

(7) Basis and means for determining compliance with basic skills and work skills percentage requirements.

(a) Each school district shall adopt a written policy and procedure for establishing the basis and means for determining and monitoring compliance with the basic skills and work skills percentages, the course requirements and instructional hour minimums as established by this section. Written documentation of such annual determinations and monitoring activities shall be maintained on file by each school district.

(b) Handicapped education programs, vocational-technical institute programs, state institution, state residential school programs and alternative education programs where students are provided access to the basic skills/work skills offered in the regular program, all of which programs are conducted for the common school age, kindergarten through secondary school program students encompassed by this section, shall be exempt from the basic skills and work skills percentage and course requirements of this section in order that the unique needs, abilities or limitations of such students may be met.

(8) Waiver option, application and renewal procedures. See WAC 180-18-050 for waiver process.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-086, § 180-16-200, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.410.010. 94-03-104 (Order 5-94), § 180-16-200, filed 1/19/94, effective 2/19/94. Statutory Authority: RCW 28A.150.220, 28A.320.200, 28A.150.260 and 1992 c 141. 92-17-053, § 180-16-200, filed 8/17/92, effective 9/17/92. Statutory Authority: RCW 28A.150.220 and [28A.150.260. 92-05-047, § 180-16-200, filed 2/13/92, effective 3/15/92. Statutory Authority: RCW 28A.04.127 and 28A.41.140. 86-21-020 (Order 15-86), § 180-16-200, filed 10/7/86. Statutory Authority: RCW 28A.58.754(6). 84-11-043 (Order 2-84), § 180-16-200, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250. 79-10-033 (Order 10-79), § 180-16-200, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-200, filed 6/5/78.]

WAC 180-16-205 Classroom teacher contact hours requirement—Waiver. (1) **Contact hours requirement—Definition.** The average annual classroom contact hours for each average annual full-time equivalent certificated classroom teacher employed by a school district shall be no less

than twenty-five hours per week. For the purpose of this section "classroom contact hours" shall mean those hours a certificated classroom teacher is instructing students in a classroom, exclusive of such time as the teacher spends for preparation, conferences, administrative duties, and any other nonclassroom instruction duties.

(2) **Classroom—Definition.** For the purpose of this section, "classroom" shall mean those areas or spaces within or without a building, on or off a school campus, that are utilized by a certificated classroom teacher and his/her students for the conduct of planned instructional activities.

(3) **Computation of FTE teachers.** For the purpose of this section the "average annual full-time equivalent classroom teachers" of a school district shall be the sum of full-time and part-time teachers computed as follows:

(a) **Full-time teachers.** Each employee who is employed full time for the regular instructional year exclusive of summer school, and who is assigned solely classroom instructional and related duties (e.g., planning periods, parent/teacher conferences, before and after school supervision of students, etc.) pursuant to his/her basic contract shall be counted as one full-time equivalent classroom teacher regardless of his/her actual teaching load. No such employee shall be counted as more than one full-time equivalent classroom teacher: *Provided*, That in the case of full-time employees of a school district that conducts a year round regular school program who are employed for a term in excess of the equivalent of the regular instructional year for individual students, such excess term of employment shall be counted as a portion of an additional full-time equivalent classroom teacher.

(b) **Part-time teachers.** Each part-time employee who is assigned classroom instructional duties solely or in part, and each full-time employee who is assigned both classroom instructional duties and nonclassroom related duties (e.g., administrative duties, extracurricular instructional or supervisory duties, etc.) pursuant to his/her basic contract, shall be counted as a fractional full-time equivalent classroom teacher based upon the percentage of time he or she performs duties equivalent to the duties performed by a full-time employee who is assigned solely classroom instructional duties and related duties (e.g., planning periods, parent/teacher conferences, before and after school supervision of students, etc.) pursuant to his/her basic contract.

(4) **Computation of annual average classroom contact hour requirement.** A school district's compliance with the average annual contact requirement shall be based upon teachers' normally assigned weekly instructional schedules, as assigned by the district administration. Additional recordkeeping by classroom teachers as a means of accounting for contact hours shall not be required.

(a) For each teacher, count the actual number of minutes during the school week when the teacher has regularly scheduled responsibilities for the instruction of students. Teacher instructional contact time for the purposes of this requirement shall be that time between the start of the first regularly scheduled class and the end of the last regularly scheduled class including actual minutes scheduled in all regular classes, laboratories, study halls and the supervision of extended classrooms, work experience, outdoor education and other such programs.

(b) Time spent for lunch intermissions, class changes, recesses, planning/preparation, staff meetings, home visits, conferences, supervision of students in noninstructional activities (lunch duty, playground duty, hall duty, sports programs, student clubs and other activities not requiring student attendance or required for credit), and for specialist teachers (librarian, subject-matter specialist) when the teacher is free from instructional purposes (i.e., released from classroom responsibilities) shall not be countable time for the purpose of computing the teacher's instructional contact. This time is considered valuable and is covered under (e) of this subsection.

(c) The number of average annual full-time equivalent classroom teachers employed by a school district and computed pursuant to subsection (3) of this section shall be divided into the total number of actual contact minutes within a normally scheduled instructional week, pursuant to (a) and (b) of this subsection, that such average annual full-time equivalent classroom teachers are scheduled to be in contact with and instructing students in a classroom (including those hours which would have been accrued but for the implementation of WAC 180-16-215(4) relating to students graduating from high school).

(d) The quotient received by dividing the total number of actual contact minutes per week, for all average annual full-time equivalent classroom teachers in the school district by the number of average annual full-time equivalent classroom teachers shall be called the net average contact minutes per week for the average annual full-time equivalent certificated classroom teacher in the school district.

(e) At the discretion of each school district board of directors, up to two hundred minutes per average annual full-time equivalent classroom teacher for every five school days scheduled for the regular instructional year may be added to the net average contact minutes per week to accommodate for time spent in authorized parent-guardian/teacher conferences, recess, passing time between classes and informal instructional activity.

(f) The quotient received by dividing the net average contact minutes, per week, including up to two hundred minutes to accommodate for time spent in authorized parent-guardian/teacher conferences, recess, passing time between classes and informal instructional activity, by sixty shall be the school district's *average annual direct classroom contact hours* per week for the average annual full-time equivalent certificated classroom teacher in the school district.

(g) The average annual classroom contact hours per week shall not be less than twenty-five hours per week.

(5) Waiver option, application and renewal procedures. See WAC 180-18-050 for waiver process.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208, 95-20-086, § 180-16-205, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.150.220, 28A.320.200, 28A.150.260 and 1992 c 141, 92-17-053, § 180-16-205, filed 8/17/92, effective 9/17/92. Statutory Authority: RCW 28A.150.220 and [28A.150.]260, 92-05-047, § 180-16-205, filed 2/13/92, effective 3/15/92. Statutory Authority: RCW 28A.04.127 and 28A.41.140, 86-21-020 (Order 15-86), § 180-16-205, filed 10/7/86. Statutory Authority: RCW 28A.58.754(6), 84-11-043 (Order 2-84), § 180-16-205, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250, 79-10-033 (Order 10-79), § 180-16-205, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754, 78-06-097 (Order 3-78), § 180-16-205, filed 6/5/78.]

WAC 180-16-210 Kindergarten through grade three students to classroom teacher ratio requirement. The ratio of the FTE students enrolled in a school district in kindergarten through grade three to kindergarten through grade three FTE classroom teachers shall not be greater than the ratio of the FTE students to FTE classroom teachers in grades four through twelve. For the purpose of this section "classroom teacher" shall mean any instructional employee who possesses a valid teaching certificate or permit issued by the superintendent of public instruction, but not necessarily employed as a certificated employee, and whose "primary" duty is the daily educational instruction of students.

Computation of ratios. The FTE student to FTE classroom teacher ratios shall be computed as follows:

(1) For the purpose of this section exclude that portion of the time teachers and students participate in vocationally approved programs, traffic safety and special education programs from the above computations (i.e., programs hereby deemed to be "special programs").

(2) Exclude preparation and planning times from the computations for all FTE classroom teachers.

(3) Include in the above computations only the time certificated employees are actually instructing students on a regularly scheduled basis.

(4) Calculations:

(a) The kindergarten FTE October enrollment plus the October FTE enrollment in grades 1-3 divided by the FTE classroom teachers whose "primary" duty is the daily instruction of pupils in grades K through 3.

(b) The October FTE enrollment in grades 4 and above divided by the FTE classroom teachers whose "primary" duty is the daily instruction of pupils in grades 4 and above: *Provided*, That any district with three hundred or fewer FTE students in grades K-3 and an average K-3 classroom ratio of twenty-five or fewer FTE classroom students to one FTE classroom teacher shall be exempt from the FTE students to FTE classroom teachers ratio requirement of this subsection.

(5) Waiver option, application and renewal procedures. See WAC 180-18-050 for waiver process.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208, 95-20-086, § 180-16-210, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.41.130, 89-01-039 (Order 24-88), § 180-16-210, filed 12/14/88; 87-12-043 (Order 12-87), § 180-16-210, filed 6/1/87. Statutory Authority: RCW 28A.58.754(6), 84-11-043 (Order 2-84), § 180-16-210, filed 5/17/84. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250, 79-10-033 (Order 10-79), § 180-16-210, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754, 78-06-097 (Order 3-78), § 180-16-210, filed 6/5/78.]

WAC 180-16-215 Minimum one hundred eighty school day year. (1)(a) **One hundred eighty school day requirement.** Each school district shall conduct no less than a one hundred eighty school day program each school year in such grades as are conducted by such school district, and one hundred eighty half-days of instruction, or the equivalent, in kindergarten. If a school district schedules a kindergarten program other than one hundred eighty half-days, the district shall attach an explanation of its kindergarten schedule when providing compliance documentation to the superintendent of public instruction.

(b) **Waiver option, application and renewal procedures.** See WAC 180-18-050 for waiver process.

(2) **School day defined.** A school day shall mean each day of the school year on which pupils enrolled in the common schools of a school district are engaged in educational activity planned by and under the direction of the school district staff, as directed by the administration and board of directors of the district.

(3) **Accessibility of program.** Each school district's program shall be accessible to all legally eligible students, including handicapped students, who are five years of age and under twenty-one years of age who have not completed high school graduation requirements.

(4) **Five-day flexibility - Students graduating from high school.** A school district may schedule the last five school days of the one hundred eighty day school year for noninstructional purposes in the case of students who are graduating from high school, including, but not limited to, the observance of graduation and early release from school upon the request of a student.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-086, § 180-16-215, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.01.010, 28A.04.120, 28A.41.130, 28A.41.140, 28A.58.754, 28A.58.758, and 1979 ex.s. c 250. 79-10-033 (Order 10-79), § 180-16-215, filed 9/12/79. Statutory Authority: RCW 28A.41.130 and 28A.58.754. 78-06-097 (Order 3-78), § 180-16-215, filed 6/5/78.]

Chapter 180-18 WAC

WAIVERS FOR RESTRUCTURING PURPOSES

WAC

180-18-010	Authority.
180-18-020	Purpose.
180-18-030	Waivers from total program hour offerings, teacher contact hours requirements, and self-study requirements.
180-18-040	Waivers from minimum one hundred eighty-day school year requirement and student-to-teacher ratio requirement.
180-18-050	Local restructuring plan requirements to obtain waiver.
180-18-060	Waiver renewal procedure.
180-18-080	Alternative waiver application procedure.

WAC 180-18-010 Authority. The authority for this chapter is RCW 28A.305.140, 28A.600.010, and 28A.630.945 which authorizes the state board of education to adopt rules that implement and ensure compliance with the basic program of education requirements and such related requirements as may be established by the state board of education.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-010, filed 10/2/95, effective 11/2/95.]

WAC 180-18-020 Purpose. The purpose of this chapter is to establish policies and procedures and to facilitate and support school districts in their educational improvement efforts.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-020, filed 10/2/95, effective 11/2/95.]

WAC 180-18-030 Waivers from total program hour offerings, teacher contact hours requirements, and self-study requirements. (1) A district desiring to implement a

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local restructuring plan to provide an effective educational system to enhance the educational program for all students may apply to the state board of education for a waiver from the total program hour offerings requirements and basic skills/work skills percentages/instructional hours requirements pursuant to RCW 28A.150.200 through 28A.150.220 and WAC 180-16-200 (2) through (6). If a school district intends to waive total program hour offerings requirements under this subsection, it shall make available to students enrolled in kindergarten at least a total instructional offering of four hundred fifty hours, and to students enrolled in grades one through twelve at least a district-wide annual average total instructional hour offering of one thousand hours. The state board of education shall grant said initial waiver requests pursuant to RCW 28A.305.140 and WAC 180-18-050 for three school years.

(2) A district desiring to implement a local restructuring plan to provide an effective educational system to enhance the educational program for all students may apply to the state board of education for a waiver from the classroom teacher contact hours requirement pursuant to RCW 28A.305.140 and WAC 180-16-205(5). In the event that a district develops an educational excellence component(s) which consists of less than the twenty-five hours of average teacher contact and the district determines but for the inclusion of this component(s) that it would meet the twenty-five-hour average teacher contact requirement, the district may apply for a waiver of the inclusion of this component(s) within the calculations. The state board of education shall grant said initial waiver request pursuant to RCW 28A.305.140 and WAC 180-18-050 for three school years.

(3) A district desiring to implement a local restructuring plan to provide an effective educational system to enhance the educational program for all students may apply to the state board of education for a waiver from the self-study requirements pursuant to RCW 28A.305.140 and WAC 180-53-070 (1) through (3). The state board of education shall grant said initial waiver requests pursuant to RCW 28A.305.140 and WAC 180-18-050 for three school years.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-030, filed 10/2/95, effective 11/2/95.]

WAC 180-18-040 Waivers from minimum one hundred eighty-day school year requirement and student-to-teacher ratio requirement. (1) A district desiring to implement a local restructuring plan to provide an effective educational system to enhance the educational program for all students in the district or for individual schools in the district may apply to the state board of education for a waiver from the provisions of the minimum one hundred eighty-day school year requirement pursuant to RCW 28A.150.220(5) and WAC 180-16-215 by offering the equivalent in annual minimum program hour offerings as prescribed in RCW 28A.150.220 in such grades as are conducted by such school district. The state board of education may grant said initial waiver requests for up to three school years.

(2) A district desiring to implement a local restructuring plan to provide an effective educational system to enhance the educational program for all students in the district or for individual schools in the district may apply to the state board

of education for a waiver from the student-to-teacher ratio requirement pursuant to RCW 28A.150.250 and WAC 180-16-210, which requires the ratio of the FTE students to kindergarten through grade three FTE classroom teachers shall not be greater than the ratio of the FTE students to FTE classroom teachers in grades four through twelve. The state board of education may grant said initial waiver requests for up to three school years.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-040, filed 10/2/95, effective 11/2/95.]

WAC 180-18-050 Local restructuring plan requirements to obtain waiver. (1) State board of education approval of district waiver requests pursuant to WAC 180-18-030 and 180-18-040 shall occur at a state board meeting prior to implementation. A district's waiver application shall be in the form of a resolution adopted by the district board of directors which includes a request for the waiver and a plan for restructuring the educational program of one or more schools which consists of at least the following information:

- (a) Identification of the requirements to be waived;
- (b) Specific standards for increased student learning that the district expects to achieve;
- (c) How the district plans to achieve the higher standards, including timelines for implementation;
- (d) How the district plans to determine if the higher standards are met;
- (e) Evidence that the board of directors, teachers, administrators, and classified employees are committed to working cooperatively in implementing the plan; and
- (f) Evidence that opportunities were provided for parents and citizens to be involved in the development of the plan.

(2) The application for a waiver and all supporting documentation must be received by the state board of education at least thirty days prior to the state board of education meeting where consideration of the waiver shall occur. The state board of education shall review all applications and supporting documentation to insure the accuracy of the information. In the event that deficiencies are noted in the application or documentation, districts will have the opportunity to make corrections and to seek state board approval at a subsequent meeting.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-050, filed 10/2/95, effective 11/2/95.]

WAC 180-18-060 Waiver renewal procedure. (1) Waiver requests related to WAC 180-18-030 which are granted by the state board of education pursuant to WAC 180-18-030 and 180-18-050 shall be renewed every three years upon the state board of education receiving a renewal request from the school district board of directors. Before filing the request, the school district shall conduct at least one public meeting to evaluate the educational programs that were implemented as a result of the waivers. The request to the state board of education shall include information regarding the activities and programs implemented as a result of the waivers, whether higher standards for students are being achieved, and a summary of the comments received at the public meeting or meetings.

(2) Waiver requests related to WAC 180-18-040 which are granted by the state board of education pursuant to WAC 180-18-030 and 180-18-050 may be renewed every three years upon the state board of education receiving a renewal request from the school district board of directors. Before filing the request, the school district shall conduct at least one public meeting to evaluate the educational programs that were implemented as a result of the waivers. The request to the state board of education shall include information regarding the activities and programs implemented as a result of the waivers, whether higher standards for students are being achieved, and a summary of the comments received at the public meeting or meetings.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-060, filed 10/2/95, effective 11/2/95.]

WAC 180-18-080 Alternative waiver application procedure. In lieu of the waiver application procedures under WAC 180-18-030, 180-18-040, and 180-18-050, a school district may request the waivers listed in WAC 180-18-030 and 180-18-040 through the application for entitlement to basic education funding, Form SPI M-808.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-054, § 180-18-080, filed 10/2/95, effective 11/2/95.]

Chapter 180-24 WAC SCHOOL DISTRICT ORGANIZATION

WAC

180-24-400	Remote and necessary small school plants—Authority.
180-24-405	Remote and necessary small school plants—Purpose.
180-24-410	Remote and necessary small school plants—Criteria.
180-24-415	Remote and necessary small school plants—Review committee.

WAC 180-24-400 Remote and necessary small school plants—Authority. The authority for WAC 180-24-400 through 180-24-420 is the state Operating Appropriations Act which allocates funds to school districts for small school plants which have been judged by the state board of education to be remote and necessary.

[Statutory Authority: 1994 sp.s. c 6 § 502(i)(e). 95-20-055, § 180-24-400, filed 10/2/95, effective 11/2/95.]

WAC 180-24-405 Remote and necessary small school plants—Purpose. The purpose of WAC 180-24-400 through 180-24-420 is to establish policies and procedures to govern the classification of small school plants as remote and necessary.

[Statutory Authority: 1994 sp.s. c 6 § 502(i)(e). 95-20-055, § 180-24-405, filed 10/2/95, effective 11/2/95.]

WAC 180-24-410 Remote and necessary small school plants—Criteria. (1) Decisions of the state board of education on granting remote and necessary status to small school plants within school districts shall be based on a finding that granting remote and necessary status is necessary to assure reasonable provision of a basic education program to students, including related services, equipment, materials and supplies.

(2) In making the finding under subsection (1) of this section, the state board of education shall consider factors including but not limited to the following:

(a) Existence of an intact, permanent community which is defined as a geographically site-specific, nonmobile group of people;

(b) Student population to be served;

(c) Resources required to meet student needs, including but not limited to staffing, specialized personnel, and technology;

(d) Transportation, including: Condition of roads or waterways, seasonal weather conditions, topography, distance and travel time to another school in the district or in another district, and student safety related to transportation;

(e) Operational efficiency, including but not limited to:

(i) Adequacy and availability of facilities in the community, the district, or in the next nearest district or districts;

(ii) Adequacy and availability of other age appropriate grade level or cooperative programs in adjacent school facilities in the district, or in the next nearest district or districts, or through the educational service district; and

(f) A safe and healthful environment for students.

(3) At its discretion, the state board of education may use as guidance the applicable provisions of WAC 180-24-013, 180-24-016, and 180-24-017.

[Statutory Authority: 1994 sp.s. c 6 § 502(i)(e). 95-20-055, § 180-24-410, filed 10/2/95, effective 11/2/95.]

WAC 180-24-415 Remote and necessary small school plants—Review committee. (1) There is hereby established by the state board of education a remote and necessary review committee comprised of the following five members:

(a) One member of the state board of education selected by the president of the board;

(b) Two staff members from the office of the superintendent of public instruction, one who is knowledgeable about finance issues and one who is knowledgeable about curriculum issues, both selected by the state superintendent;

(c) One school director selected by the Washington State School Directors' Association;

(d) One school district administrator selected by the Washington Association of School Administrators;

Vacancies on the review committee shall be filled by the person or organization responsible for appointments.

(2) It is the responsibility of the review committee to receive and review all applications from school districts requesting the state board of education to grant remote and necessary status to a small school plant located in the district. Following the review of applications, the review committee shall recommend to the state board whether such designation should be granted. Recommendations of the review committee shall be advisory only. The final determination rests solely with the state board of education.

(3) Every small school plant with remote and necessary status shall be reviewed every four years by the review committee and the state board. The state board shall provide to the fiscal committees of the legislature in January of odd-numbered years a list of remote and necessary small school plants. The first report shall be provided in January 1997.

All currently designated remote and necessary small school plants shall be reviewed prior to January 1997.

(4) A small school plant shall lose its remote and necessary status if the number of students exceeds the enrollment requirements set forth in the state Operating Appropriations Act for three consecutive years. The loss of remote and necessary status shall take effect the immediate ensuing school year. When the enrollment of such small school plant again meets the requirements of the state Operating Appropriations Act, the school district may apply to the state board of education for redesignation as a remote and necessary plant.

[Statutory Authority: 1994 sp.s. c 6 § 502(i)(e). 95-20-055, § 180-24-415, filed 10/2/95, effective 11/2/95.]

Chapter 180-25 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES—PRELIMINARY PROVISIONS

WAC

180-25-032 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-25-032 State study and survey—Special state assistance for building condition surveys. [Statutory Authority: RCW 28A.525.020 and 1992 c 233 § 24(8). 92-16-058, § 180-25-032, filed 8/3/92, effective 9/3/92.] Repealed by 95-24-024, filed 11/27/95, effective 12/28/95. Statutory Authority: RCW 28A.525.020.

WAC 180-25-032 Repealed. See Disposition Table at beginning of this chapter.

Chapter 180-27 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES—BASIC STATE SUPPORT

WAC

180-27-019 Definition—Instructional space.
 180-27-040 Square foot area analysis.
 180-27-05605 Additional funding during a period of a priority approval process.
 180-27-600 Emergency repair grant applications—Definitions—"Emergency repair" and "imminent health and safety hazards."
 180-27-605 Emergency repair grant applications—Contents of applications.
 180-27-610 Emergency repair grant applications—Review committee—State board of education approval/disapproval.
 180-27-615 Emergency repair grant applications—Repayment conditions.

WAC 180-27-019 Definition—Instructional space. As used in this chapter, the term "instructional space" means the gross amount of square footage calculated in accordance with the *American Institute of Architects, Document D101, The Architectural Area and Volume of Buildings*, latest edition, for a school facility utilized by a school district for the purpose of instructing students: *Provided*, That the

following areas shall not be included in any calculation of instructional space:

- (1) Exterior covered walkways, cantilevered or supported.
- (2) Exterior porches including loading platforms.
- (3) Spaces above occupied areas which are either vacant or primarily housing mechanical and/or electrical equipment.
- (4) Space used by central administrative personnel.
- (5) Stadia and grandstands.
- (6) Bus garages.
- (7) Free-standing warehouse space specifically designed for that purpose.
- (8) Portable facilities.
- (9) Other square footage not otherwise available or related to direct instruction or instructional support of the education program in the district.
- (10) The portion(s) of any space(s) constructed from grants made as a gift to a school district by a private entity or a public entity which:
 - (a) Is dedicated by the written terms of the grant to joint use by the school district for educational purposes and by the general public for community activities for the useful life of the space(s); and
 - (b) The school district board of directors has accepted the gift in accordance with the joint use terms of the grant: *Provided*, That this exception does not apply to space(s) jointly financed by two or more school districts.

[Statutory Authority: RCW 28A.525.020. 95-20-090, § 180-27-019, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.525.020 and 28A.525.055. 95-08-032, § 180-27-019, filed 3/29/95, effective 4/29/95. Statutory Authority: RCW 28A.47.830, 28A.47.060 and 28A.47.802. 90-01-076, § 180-27-019, filed 12/19/89, effective 12/19/89.]

WAC 180-27-040 Square foot area analysis. The square foot area analysis, when submitted for review by the superintendent of public instruction shall be calculated in accordance with the American Institute of Architects, Document D101, *The Architectural Area and Volume of Buildings*, latest edition, except for the following areas which shall not be counted:

- (1) Exterior covered walkways, cantilevered or supported;
- (2) Exterior porches, including loading platforms; and
- (3) Spaces above occupied areas which are either vacant or primarily housing mechanical and/or electrical equipment.

The analysis shall be reported on a form prepared by the superintendent of public instruction.

[Statutory Authority: RCW 28A.525.020. 95-20-089, § 180-27-040, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.47.830. 84-11-047 (Order 6-84), § 180-27-040, filed 5/17/84; 83-21-066 (Order 11-83), § 180-27-040, filed 10/17/83.]

WAC 180-27-05605 Additional funding during a period of a priority approval process. Notwithstanding the provisions of WAC 180-27-056, if within any state fiscal year, that is the second year of a biennium, there is funding authority and revenue in excess of what is required for the priority list established pursuant to WAC 180-27-056, then there may be a subsequent priority list established in the same state fiscal year for the purpose of funding or encumbering funding only for those projects for which preliminary funded status had been granted prior to July 1 of that state

fiscal year. The priority order shall be as per WAC 180-27-500 through 180-27-535.

[Statutory Authority: RCW 28A.525.200. 95-16-076, § 180-27-05605, filed 7/28/95, effective 8/28/95. Statutory Authority: RCW 28A.525.020 and chapters 39.35 and 60.28 RCW. 92-24-027, § 180-27-05605, filed 11/24/92, effective 12/25/92. Statutory Authority: RCW 28A.525.020. 90-24-068, § 180-27-05605, filed 12/5/90, effective 1/5/91.]

WAC 180-27-600 Emergency repair grant applications—Definitions—"Emergency repair" and "imminent health and safety hazards." As used in WAC 180-27-605 through 180-27-615:

(1) The term "emergency repair" means a repair to a school building necessitated by unforeseeable defects in the building due to error(s) in the design and/or construction of the building.

(2) "Error in the design or construction of a building" means the failure of the architect(s), engineers(s) or contractor(s) to design and construct a building in accordance with generally accepted and applied standards at the time the building was constructed.

(3) The term "imminent health and safety hazard" means a threat of immediate physical injury to the occupants of a building.

[Statutory Authority: 1995 2nd sp.s. c 16 § 508. 95-20-088, § 180-27-600, filed 10/4/95, effective 11/4/95.]

WAC 180-27-605 Emergency repair grant applications—Contents of applications. The state board of education may allocate an amount not to exceed five million dollars per fiscal year 1995-96 and 1996-97 to school districts for emergency repair projects for school buildings which present imminent health and safety hazards for building occupants in accordance with the following process and eligibility criteria:

(1) A school district board of directors shall approve and present to the superintendent of public instruction a written application for emergency repair funding on a form provided by the superintendent of public instruction.

(2) The application and accompanying documentation shall include, but not be limited to:

(a) Certification of the unrestricted balance, if any, of the district's general fund and capital projects fund;

(b) A determination and description of available alternative housing options for occupants of the building;

(c) A detailed description of the nature of the emergency repair;

(d) A detailed description of the nature and extent of the imminent health and safety hazards that exist, and the extent they would be alleviated by the emergency repair;

(e) Evidence that the district is aggressively pursuing civil remedies against the responsible party(ies);

(f) Certification by a health official, fire official, building official, labor and industries official or other independent and competent authority that an imminent health and safety hazard to building occupants of a specified nature and extent exists unless the emergency repairs are made; and

(g) The estimated cost of the emergency repairs based upon an estimate made by two or more independent, qualified cost estimators.

[Statutory Authority: 1995 2nd sp.s. c 16 § 508. 95-20-088, § 180-27-605, filed 10/4/95, effective 11/4/95.]

WAC 180-27-610 Emergency repair grant applications—Review committee—State board of education approval/disapproval. A review committee appointed by the superintendent of public instruction shall periodically evaluate and rank applications for emergency repair funding submitted pursuant to WAC 180-27-605, and recommend to the state board of education whether or not an application shall be funded and, if so, the amount to be funded. The state board of education shall make the final decisions respecting emergency repair applications and grants.

[Statutory Authority: 1995 2nd sp.s. c 16 § 508. 95-20-088, § 180-27-610, filed 10/4/95, effective 11/4/95.]

WAC 180-27-615 Emergency repair grant applications—Repayment conditions. Grants of emergency repair moneys shall be conditioned upon the written commitment of the school district board of directors to repay the grant by waiving the school district's current or future eligibility for state building assistance under chapters 180-25 through 180-33 WAC, or with insurance payments, or with any judgment(s) that have been awarded, or with other means and sources of repayment. The state board of education may waive or qualify the requirements of this section in whole or part based upon credible evidence of long-range extenuating financial circumstances.

[Statutory Authority: 1995 2nd sp.s. c 16 § 508. 95-20-088, § 180-27-615, filed 10/4/95, effective 11/4/95.]

Chapter 180-29 WAC

STATE ASSISTANCE IN PROVIDING SCHOOL PLANT FACILITIES—PROCEDURAL REGULATIONS

WAC

180-29-015	Application—Study and survey by the superintendent of public instruction.
180-29-095	Construction documents—Compliance with public works statutory provisions.
180-29-125	Award of contract(s).

WAC 180-29-015 Application—Study and survey by the superintendent of public instruction. To qualify for consideration and eligibility for state assistance by the state board of education, the school district board of directors shall:

- (1) Submit to the superintendent of public instruction an application for each school facility project; and
- (2) Request a study and survey of the district, to be conducted by the superintendent of public instruction with the cooperation of the school district pursuant to requirements in chapter 180-25 WAC.

[Statutory Authority: RCW 28A.525.020 and 28A.525.200. 95-08-033, § 180-29-015, filed 3/29/95, effective 4/29/95. Statutory Authority: RCW 28A.47.830. 83-21-067 (Order 12-83), § 180-29-015, filed 10/17/83.]

WAC 180-29-095 Construction documents—Compliance with public works statutory provisions. The construction documents shall provide for compliance by the

contractor with pertinent statutory provisions relating to public works including the following:

- (1) Chapter 39.08 RCW relating to contractor's bond;
- (2) Chapter 39.12 RCW relating to prevailing wages;
- (3) Chapter 18.27 RCW relating to contractor registration;
- (4) Chapter 49.28 RCW relating to hours of labor;
- (5) Chapter 49.60 RCW relating to discrimination; and
- (6) Chapter 70.92 RCW relating to the provisions for the aged and physically handicapped.

[Statutory Authority: Chapter 39.25 RCW, RCW 39.25.010, 39.25.020 and 39.25.030. 95-08-031, § 180-29-095, filed 3/29/95, effective 4/29/95. Statutory Authority: RCW 28A.47.802. 84-21-003 (Order 11-84), § 180-29-095, filed 10/4/84. Statutory Authority: RCW 28A.47.830. 83-21-067 (Order 12-83), § 180-29-095, filed 10/17/83.]

WAC 180-29-125 Award of contract(s). Upon receipt of authorization to award contract(s) from the superintendent of public instruction, the board of directors of the school district shall award contract(s) for construction of the school facility project no later than the expiration of the time period permitted by the terms and conditions of the bid(s) for the award of contract(s). Immediately following the awarding of contract(s), the board of directors of the school district shall forward to the superintendent of public instruction one copy of each properly executed contract, one copy of the contractor's cost breakdown, and one copy of the contract(s) payment schedule. Such cost breakdown and payment schedule shall be displayed on a form issued and approved by the superintendent of public instruction in accordance with WAC 180-29-085 (1)(b). All state assistance-related approvals granted by the state board of education and the superintendent of public instruction under this chapter shall lapse and be null and void if a school district fails to award contract(s) within the time period permitted by the terms and conditions of the bid(s), unless noncompliance is waived for extraordinary reasons by the state board of education.

[Statutory Authority: RCW 28A.525.020 and 28A.525.200. 95-08-030, § 180-29-125, filed 3/29/95, effective 4/29/95. Statutory Authority: RCW 28A.525.020 and 1992 c 233 § 24 (8)(c). 94-01-013, § 180-29-125, filed 12/3/93, effective 1/3/94. Statutory Authority: RCW 28A.47.830. 83-21-067 (Order 12-83), § 180-29-125, filed 10/17/83.]

Chapter 180-43 WAC

INTERSCHOLASTIC ACTIVITIES

WAC

180-43-010	Annual report.
180-43-015	Rules and policies.

WAC 180-43-010 Annual report. The Washington interscholastic activities association and any other voluntary nonprofit entities which have been delegated powers by a school district pursuant to RCW 28A.600.200, shall submit an annual report to the state board of education of student appeal determinations, assets, and financial receipts and disbursements.

(1) The annual report shall be delivered to the executive director of the board not later than December 15 of each calendar year.

(2) The annual report shall include the standard financial statement for the preceding fiscal year of the association or entity, prepared in accordance with generally accepted accounting principles. The financial statements shall include adequate information to inform the state board of education of the activities of the interscholastic activities association during the year reported upon. At a minimum, the certified financial statements as prepared by a certified public accountant or licensed public accountant shall list all assets and liabilities in a statement of financial position; a statement of cash receipts and disbursements; and other exhibits detailing salary expenses, office expenses, state tournament finances, and the basis for distributing profits to the school districts.

(3) The annual report shall include a section summarizing student eligibility appeal cases by local interscholastic activities association districts for the preceding school year (September 1 through August 31). Details of the summary shall include student's school, the rule and factual issue involved, interscholastic activities association district disposition and date, and if ruled ineligible at the district level, interscholastic activities association executive director and/or executive board disposition and date.

[Statutory Authority: RCW 28A.600.200 (1) and (2). 95-08-028, § 180-43-010, filed 3/29/95, effective 4/29/95. Statutory Authority: 1990 c 33. 90-17-009, § 180-43-010, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.58.125. 80-02-146 (Order 2-80), § 180-43-010, filed 2/5/80.]

WAC 180-43-015 Rules and policies. All rules and policies applied by the Washington interscholastic activities association and any other voluntary nonprofit entities which have been delegated powers by a school district pursuant to RCW 28A.600.200 and which govern student participation in any interschool activity, shall be written and subject to the annual review and approval of the state board of education.

No such rule or policy shall be valid and enforceable during any school year unless first approved by the state board for that particular school year. All such rules shall be submitted annually by the association and other nonprofit entities to the state board office on or before May 1 for final action by the board at its May meeting. The state board may modify the foregoing schedule of submissions and actions in its discretion at the request of the association or other nonprofit entity.

[Statutory Authority: RCW 28A.600.200 (1) and (2). 95-08-028, § 180-43-015, filed 3/29/95, effective 4/29/95. Statutory Authority: 1990 c 33. 90-17-009, § 180-43-015, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.58.125. 80-02-146 (Order 2-80), § 180-43-015, filed 2/5/80.]

Chapter 180-51 WAC

HIGH SCHOOL GRADUATION REQUIREMENTS

WAC

180-51-050 High school credit—Definition.

WAC 180-51-050 High school credit—Definition. As used in this chapter the term "high school credit" shall mean:

(1) Grades nine through twelve high school programs. One hundred fifty hours of planned in-school instruction;

(2) College and university course work. At the college or university level, except for community college adult high school completion programs, five quarter or three semester hours shall equal .75 high school credit: *Provided*, That five quarter or three semester hours shall continue to equal one high school credit until September 1, 1996; and

(3) Community college adult high school completion program. Five quarter or three semester hours of community college work shall equal 1.0 high school credit for students in the community college high school completion program.

[Statutory Authority: RCW 28A.230.090, 28A.305.130 and 1994 c 222. 95-16-063, § 180-51-050, filed 7/27/95, effective 8/27/95. Statutory Authority: RCW 28A.230.090(1) and 28A.305.130 (8) and (9). 94-13-017, § 180-51-050, filed 6/3/94, effective 7/4/94. Statutory Authority: RCW 28A.230.090. 94-03-100 (Order 1-94), § 180-51-050, filed 1/19/94, effective 9/1/94. Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-050, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-050, filed 5/17/84.]

Chapter 180-53 WAC

EDUCATIONAL QUALITY—SELF-STUDY BY SCHOOL DISTRICTS

WAC

180-53-070 Waiver option, application and renewal procedures.

WAC 180-53-070 Waiver option, application and renewal procedures. See WAC 180-18-050 for waiver process.

[Statutory Authority: Chapter 28A.630 RCW and 1995 c 208. 95-20-086, § 180-53-070, filed 10/4/95, effective 11/4/95. Statutory Authority: RCW 28A.150.220, 28A.320.200, 28A.150.260 and 1992 c 141. 92-17-053, § 180-53-070, filed 8/17/92, effective 9/17/92.]

Chapter 180-77 WAC

STANDARDS FOR VOCATIONAL CERTIFICATION

WAC

180-77-001	Authority.
180-77-002	Purpose.
180-77-003	Definitions.
180-77-004	Review of program approval standards.
180-77-005	Types of vocational certificates.
180-77-010	Repealed.
180-77-012	Levels of vocational instructional certificates.
180-77-014	Requirements for limited certification.
180-77-015	Certificate validity and renewal.
180-77-020	Certificate required.
180-77-030	Repealed.
180-77-031	Requirements for vocational certification of instructors who complete approved college/university programs.
180-77-035	Repealed.
180-77-040	Repealed.
180-77-041	Requirements for vocational certification of instructors who do not complete approved college/university programs.
180-77-045	Repealed.
180-77-050	Repealed.
180-77-055	Repealed.
180-77-060	Repealed.
180-77-065	Repealed.
180-77-068	Requirements for coordinator of work-based learning initial or continuing certificates.
180-77-070	Specific standards for certification of local vocational administrative personnel.

180-77-075	Levels, validity and standards for certification of local vocational counselors.
180-77-080	Levels, validity and standards for certification of occupational information specialist.
180-77-085	Repealed.
180-77-090	Repealed.
180-77-095	Repealed.
180-77-100	Repealed.
180-77-105	Repealed.
180-77-106	Transition policies.
180-77-110	Vocational instructor certification reciprocity.
180-77-120	Out-of-state candidates.
180-77-122	Appeal procedures.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-77-010	Levels of vocational certificates. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-010, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-030	General requirements for vocational certification of instructors with bachelor's degrees. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-030, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-035	Specific requirements for vocational certification of instructors with bachelor's degrees. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-035, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-040	General requirements for vocational certification of instructors from business and industry. [Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-040, filed 2/12/92, effective 3/14/92. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-040, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-045	Specific requirements for vocational certification of instructors from business and industry. [Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-045, filed 2/12/92, effective 3/14/92. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-045, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-050	Renewal of vocational certification for instructors. [Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-050, filed 2/12/92, effective 3/14/92. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-050, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-055	Specific requirements for certification of instructors teaching programs designed to prepare students to enter advanced training. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-055, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-060	Renewal of certificates of instructors teaching programs designed to prepare students to enter advanced training. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-060, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-065	Vocational certification reinstatement requirements for extended absence from subject area of vocational education for six years or more. [Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-065, filed 2/12/92, effective 4/14/92. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-065, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-085	Specific standards for certification of local vocational teacher trainers. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-085, filed 9/7/78.]

180-77-090	General standards for certification of vocational instructors, counselors, occupational information specialists, teacher trainers and administrative and supervisory personnel with a probationary certificate. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-090, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-095	General requirements for certification of vocational instructors of supplementary classes. [Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-095, filed 9/7/78.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-100	Part-time vocational certificate for instructors from business and industry. [Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-100, filed 2/12/92, effective 3/14/92.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.
180-77-105	Grandfather clause for current vocational certified teachers from business and industry. [Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-105, filed 2/12/92, effective 3/14/92.] Repealed by 95-12-056, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.010.

WAC 180-77-001 Authority. The authority for this chapter is RCW 28A.410.010 which authorizes the state board of education to establish, publish, and enforce rules and regulations determining eligibility for and certification of personnel employed in the common schools of this state.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-001, filed 6/2/95, effective 7/3/95.]

WAC 180-77-002 Purpose. The purposes of this chapter are to establish the various vocational certificates which must be held as a condition to employment in the Washington school system and establish the conditions and procedures governing issuance and retention of those and other vocational certificates.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-002, filed 6/2/95, effective 7/3/95.]

WAC 180-77-003 Definitions. The following definitions shall apply to terms used in this chapter:

(1) "Approved program for training vocational teachers and vocational counselors" shall be defined as any program approved by the state board of education which complies with chapter 180-78 WAC.

(2) "Vocational educator training" shall mean those vocational programs, courses, seminars and workshops offered for the purpose of vocational certification.

(3) "General safety" shall mean course work approved by the state board of education and/or its designee that is designed to provide skill and knowledge common to all vocational instructors in safety.

(4) "Specific safety requirements" shall mean completion of course work approved by the state board of education and/or its designee which is designed to provide the vocational instructor with the specific skill and knowledge of safety for the occupation he or she is to teach.

(5) "Learning period" shall mean the amount of time required prior to becoming gainfully employed at the journeyman or equivalent level in the occupation being taught. In any case, this shall be no less than one year.

(6) "Management experience" shall mean work as a supervisor, foreman or manager in the occupational area in which the person will instruct.

(7) "Occupational experience" shall mean paid or unpaid work experience in the career field to be taught.

(8) "One year of occupational experience" shall equal two thousand hours of employment.

(9) "Professional education" shall mean those programs, courses, seminars and workshops that are designed to improve teaching ability.

(10) "Professional experience" shall mean employment in vocational education in the discipline and/or specialty for which the application has been submitted.

(11) "Quarter hours or the equivalent" shall mean one quarter credit, two-thirds semester credit, ten clock hours or one hundred hours of occupational experience.

(12) "Technical education/upgrading" shall mean those vocational programs, courses, seminars and workshops which are designed to improve the skills and/or knowledge in the discipline in which the application is being made.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-003, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-003, filed 9/7/78.]

WAC 180-77-004 Review of program approval standards. The following requirements for obtaining vocational certificates are being adopted with the recognition that a review of the requirements in chapter 180-78 WAC university program approval standards and program approval standards for other vocational educator preparation programs will also be needed. Consideration will be given to:

(1) A requirement that a vocational advisory committee shall be established for each college or university with an approved vocational program that shall have the responsibility for recommending guidelines for the evaluation of the two thousand hours of occupational experiences (including internships) required of all vocational candidates who complete approved programs.

(2) The knowledge and skills required for the respective vocational certificates will need to be developed and adopted by the state board of education.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-004, filed 6/2/95, effective 7/3/95.]

WAC 180-77-005 Types of vocational certificates. The following types of certificates shall be issued:

(1) Teacher. The teacher certificate authorizes service as a teacher in the school district(s) or skills center(s) and shall be issued in one of the following categories and/or in a specific subcategory of the major category as approved by the state board of education and/or its designee:

- (a) Agriculture education;
- (b) Business education;
- (c) Marketing education;
- (d) Family and consumer sciences education;
- (e) Technology education;
- (f) Trade and industrial;
- (g) Health occupations;
- (h) Diversified occupations;
- (i) Coordinator for work-based learning; or
- (j) New and emerging fields;

(2) Director. The director certificate authorizes service as a vocational director, as an assistant director, or as a vocational supervisor in the school district(s) or skills center(s);

(3) Counselor. The vocational counselor certificate authorizes service in the role of vocational guidance and counseling;

(4) Occupational information specialist. The occupational information specialist certificate authorizes service in the role as an occupational information specialist.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-005, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-005, filed 9/7/78.]

WAC 180-77-010 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-012 Levels of vocational instructional certificates. The following levels of vocational certificates may be issued:

(1) Initial. The initial certificate allows the holder to assume independent responsibility for working with students in vocational programs;

(2) Initial renewal. The initial renewal certificate allows the holder to assume independent responsibility for working with students in vocational programs;

(3) Continuing. The continuing certificate allows the holder to assume independent responsibility for working with students in vocational programs;

(4) Continuing renewal. The continuing renewal certificate allows the holder to assume independent responsibility for working with students in vocational programs.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-012, filed 6/2/95, effective 7/3/95.]

WAC 180-77-014 Requirements for limited certification. (1) Probationary certificate. The probationary certificate is valid for two years and is renewable one time for two additional years upon recommendation of the employing district if the individual has completed the procedures outlined for the first year in the professional growth plan and has made additional progress in meeting the requirements for the initial vocational certificate.

The candidate for a probationary certificate must have substantially completed requirements for the initial vocational certificate as set forth in WAC 180-77-031 or 180-77-041.

(a) Such a certificate may be issued upon recommendation by the employing school district.

(b) The vocational instructor shall have developed a professional growth plan in cooperation with the vocational administrator and the candidate to be employed. The plan must be approved by the local school district vocational program advisory committee, to which the candidate is assigned. The plan shall provide for orientation, prior to the commencement of the teaching assignment, in the following:

- (i) Issues related to legal liability;
- (ii) The responsibilities of professional vocational educators; and
- (iii) The lines of authority in the employing school district and/or building.

Within the first sixty working days, the plan shall establish procedures for the vocational instructor to develop competencies in the following:

- (iv) Vocational methods; and
- (v) General and specific safety.

If the vocational instructor does not have access to the required course work within the first ninety working days, the local school district vocational advisory committee responsible may authorize the completion of the course work at a later date. The required course work shall be completed prior to the second year of employment.

(vi) The plan shall develop procedures and timelines for the vocational instructor to meet the requirements for the initial vocational certificate.

(vii) *Provided*, That candidates for probationary certificates as a coordinator of work-based learning shall have completed a course in coordination techniques and either:

- (A) Possess a valid initial or continuing vocational teacher certificate; or
- (B) Have completed five hundred hours of occupational experience within the past six years.

(2) Conditional vocational certificate. Notwithstanding other requirements prescribed in this chapter for eligibility for vocational certification in the state of Washington, the one-year conditional vocational certificate may be issued under specific circumstances set forth below for limited service:

(a) The issuance of the conditional vocational certificate may be issued only under unique and special circumstances where no regularly certificated vocational instructor is available and is limited to:

(i) Persons highly qualified and experienced in the knowledge and occupational skills of the vocational program to be certified; or

(ii) Persons who meet the occupational experience requirements for vocational certification; or

(iii) Persons who will be employed in new and emerging occupations as identified by the state board of education and/or its designee.

(b) The certificate is issued to individuals who are screened by the local vocational administrator and school district superintendent or designee. The local vocational administrator or superintendent will verify that the following criteria have been met when requesting the conditional vocational certificate:

(i) No person with vocational certification in the field is available as verified by the local vocational administrator or superintendent;

(ii) The individual is being certified for a limited assignment and responsibility in a specified vocational program area;

(iii) Personnel so certificated will be oriented and prepared for the specific assignment and will be apprised of any legal liability, the lines of authority and the duration of the assignment;

(iv) The vocational administrator and local program advisory committee will indicate the basis on which he/she has determined that the individual is competent for the assignment;

(v) A written work and/or educational experience training plan as specified in WAC 180-77-014 (1)(b) is on file with the employing district.

(c) The certificate is valid for one year and only for the teaching area specified on the certificate. The certificate may be reissued on application and evidence that requirements continue to be met.

(3) Substitute vocational certificates. Substitute vocational certificates may be issued to candidates who meet the requirements in WAC 180-79-230(2).

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-014, filed 6/2/95, effective 7/3/95.]

WAC 180-77-015 Certificate validity and renewal.

(1) The initial certificate is valid for four years and may be renewed two times in accordance with WAC 180-77-031 or 180-77-041.

(2) The initial renewal certificate is valid for three years and may be renewed one time in accordance with WAC 180-77-031 (2)(a) or 180-77-041 (2)(a).

(3) The continuing certificate is valid for five years and may be renewed every five years in accordance with WAC 180-77-031(4) or 180-77-041(4).

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-015, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-015, filed 9/7/78.]

WAC 180-77-020 Certificate required. Persons serving as vocational instructors, vocational directors and assistant directors, vocational supervisors, vocational counselors, and occupational information specialists shall hold certificates authorized by the state board of education for service in the respective roles.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-020, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-020, filed 9/7/78.]

WAC 180-77-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-031 Requirements for vocational certification of instructors who complete approved college/university programs. Candidates for certification through the completion of approved programs shall complete the following requirements in addition to those set forth in WAC 180-75-081, 180-75-085 (1) and (2), and chapter 180-78 WAC.

(1) Initial.

(a) Candidates for the initial certificate shall hold a baccalaureate degree from a regionally accredited college or university and shall have completed a minimum of forty-five quarter hours of study in the specific vocational field for which certification is sought.

(b) Candidates for the initial certificate shall complete a state approved vocational teacher training program through a regionally accredited college or university which shall include completion of student teaching in the relevant vocational field.

(c) Candidates for the initial certificate shall also demonstrate knowledge and skills in the following areas:

- (i) General and specific safety;
- (ii) Vocational teaching methods;
- (iii) Occupational analysis;
- (iv) Course organization and curriculum design;

- (v) Philosophy of vocational education;
- (vi) Personal student development and leadership techniques.

Provided, until such time as the state board of education establishes approved procedures for the demonstration of the above knowledge and skills, candidates shall complete a minimum of ten quarter hours of competency-based course work in the above areas.

(d) Candidates for the initial certificate shall provide documentation of one year of paid occupational experience (two thousand hours) within the past six years in the specific vocational field for which certification is sought.

(2) Initial renewal. Candidates for renewal of the initial certificate must complete three quarter hours of credit or thirty clock hours of vocational educator training in the subject matter certified to teach since the initial certificate was issued or renewed.

(3) Continuing.

(a) Candidates for the continuing certificate shall have in addition to the requirements for the initial certificate at least nine quarter hours or ninety clock hours of vocational educator training in the vocational subject matter to be certified completed subsequent to the conferral of the baccalaureate degree.

(b) Candidates for the continuing certificate shall provide as a condition for the issuance of a continuing certificate documentation of two years of teaching/coordination in the vocational subject matter certified to teach with an authorized employer—i.e., school district(s) or skills center(s).

(4) Continuing certificate renewal.

(a) Candidates for renewal of the continuing certificate shall complete since the previous continuing certificate was issued one of the following:

- (i) Six quarter hours or sixty clock hours of vocational educator training;
- (ii) Three quarter hours or thirty clock hours of vocational educator training and three quarter hours or thirty clock hours of technical education/upgrading;
- (iii) Three quarter hours or thirty clock hours of vocational educator training and three hundred hours of occupational experience.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-031, filed 6/2/95, effective 7/3/95.]

WAC 180-77-035 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-040 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-041 Requirements for vocational certification of instructors who do not complete approved college/university programs. Candidates for certification who have not completed approved programs shall complete the following requirements in addition to those set forth in WAC 180-75-081 and 180-75-085 (1) and (2).

(1) Initial.

(a) Candidates for the initial certificate shall provide documentation of three years (six thousand hours) of paid occupational experience in the specific vocational field for

which certification is sought. One year (two thousand hours) must be within the past six years.

(b) Candidates for the initial certificate shall also demonstrate knowledge and skills in the following areas:

- (i) General and specific safety;
- (ii) Vocational teaching methods;
- (iii) Occupational analysis;
- (iv) Course organization and curriculum design;
- (v) Philosophy of vocational education;
- (vi) Personal student development and leadership techniques;
- (vii) School law;
- (viii) Issues related to abuse as specified in WAC 180-78-165(3).

Provided, until such time as the state board of education establishes approved procedures for the demonstration of the above knowledge and skills, candidates shall complete a minimum of twenty-five quarter hours or two hundred fifty hours of vocational educator training and/or technical education/upgrading of which a minimum of ten quarter hours or one hundred clock hours of competency-based course work must be in the above areas.

(2) Initial renewal. Candidates for renewal of the initial certificate must complete three quarter hours of credit or thirty clock hours of vocational educator training in the subject matter certified to teach since the initial certificate was issued or renewed.

(3) Continuing.

(a) Candidates for the continuing certificate shall have in addition to the requirements for the initial certificate at least nine quarter hours or ninety clock hours of vocational educator training in the vocational subject matter to be certified completed subsequent to the issuance of the initial certificate.

(b) Candidates for the continuing certificate shall provide as a condition for the issuance of a continuing certificate documentation of two years of teaching/coordination in the vocational subject matter certified to teach with an authorized employer—i.e., school district(s) or skills center(s).

(4) Continuing certificate renewal.

(a) Candidates for renewal of the continuing certificate shall complete since the previous continuing certificate was issued one of the following:

- (i) Six quarter hours or sixty clock hours of vocational educator training;
- (ii) Three quarter hours or thirty clock hours of vocational educator training and three quarter hours or thirty clock hours of technical education/upgrading;
- (iii) Three quarter hours or thirty clock hours of vocational educator training and three hundred hours of occupational experience.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-041, filed 6/2/95, effective 7/3/95.]

WAC 180-77-045 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-050 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-055 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-060 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-065 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-068 Requirements for coordinator of work-based learning initial or continuing certificates. To obtain a coordinator of work-based learning certificate, a candidate must:

- (1) Possess a valid initial or continuing vocational teaching certificate; and
- (2) Have completed five hundred hours of occupational experience within the past six years; and
- (3) Have completed an approved course in coordination techniques.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-068, filed 6/2/95, effective 7/3/95.]

WAC 180-77-070 Specific standards for certification of local vocational administrative personnel. (1) The local director and local assistant director and supervisor of vocational education must be eligible for a continuing vocational certificate in one of the vocational program areas for vocational education for initial certification as a director and must meet the following:

- (a) The director must have educational requirements which are satisfactory to the local board of education;
- (b) The director must have thirty quarter credits or the equivalent of vocational educator training including a course in supervision and administration of vocational education, or equivalent experience;
- (c) The director must have had three years of experience as a certificated vocational supervisor, vocational instructor, vocational counselor or occupational information specialist.

(2) In order to renew the local director of vocational education certificate, six quarter credits or the equivalent of professional education or course work in vocational supervisory or managerial subjects, or equivalent professional experience, is required.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-070, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-070, filed 9/7/78.]

WAC 180-77-075 Levels, validity and standards for certification of local vocational counselors. Vocational counselors are required to meet the following:

- (1) Counselors are required to possess a valid educational staff associate—counselor certificate as provided in WAC 180-79-125(1), in counseling and/or graduated from an institution of higher education in a counselor education program which includes study in such subjects as economics, sociology, psychology, political science and sources of occupational information in order to obtain a one-year certificate. All vocational counselors must have completed courses in the following or equivalent experiences:

- (a) Techniques of counseling or counseling theory to include individual and/or group;

(b) Tests and measurements and/or individual mental measurement and/or psychological evaluation;

(c) Counseling practice;

(d) Philosophy of vocational education;

(e) Counselors must have had two years of varied work experience in the last ten years other than teaching or counseling experience;

(f) Experience is suggested in dealing with employment and personnel problems and with placement and evaluation of workers in business, industry, agriculture, education and/or government service.

(2) The requirements for a three-year certificate are as follows:

(a) The counselor must have possessed a one-year certificate in the past two years;

(b) Counselors must have had one year of vocational counseling;

(c) Counselors must have three quarter credits or the equivalent of approved professional education since the previous certificate.

(3) The requirements for a five-year certificate are as follows:

(a) Counselors must have had two years of vocational counseling during the previous three-year certificate;

(b) Counselors are required to have had six quarter credits or the equivalent of approved training in vocational counseling and/or vocational education since the previous certificate.

(4) To renew a counselor certificate the following is required:

(a) The one-year certificate may be renewed two times;

(b) The three-year certificate may be renewed one time provided:

(i) The counselor has had one year of vocational counseling during the life of the previous certificate; and

(ii) The counselor has had three quarter credits or the equivalent training in vocational counseling and/or vocational education since the previous certificate.

(c) The five-year certificate may be renewed every five years provided:

(i) The counselor has had two years of vocational counseling during the previous five-year vocational certificate; and

(ii) The counselor has had six quarter credits or the equivalent of vocational training and/or equivalent experience.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-075, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-075, filed 9/7/78.]

WAC 180-77-080 Levels, validity and standards for certification of occupational information specialist. Occupational information specialists must meet the following requirements:

- (1) Requirements for a one-year certificate for occupational information specialist are three years of full-time paid occupational experience of which two years shall have been in the last six years, dealing with employment or personnel problems and with placement and evaluation of workers; or two years of vocational teaching experience in an approved

vocational program under the state plan for vocational education;

(2) Requirements for a three-year certificate are as follows:

(a) The occupational information specialist must possess a one-year certificate within the preceding two years and must have one hundred twenty hours of professional experience during the life of the previous certificate;

(b) The occupational information specialist must have a total of nine quarter credits or the equivalent approved professional education;

(c) The occupational information specialist is required to have three quarter credits or the equivalent approved professional education since the last certificate.

(3) Requirements for a five-year certificate are as follows:

(a) Possession of a three-year vocational certificate within the preceding two years;

(b) Vocational occupational information specialist experience of two years during the life of the previous certificate;

(c) A total of eighteen quarter credits or the equivalent of professional education.

(4) To renew an occupational information specialist certificate the following are required:

(a) The one-year certificate may be renewed two times;

(b) The three-year certificate may be renewed one time when the following are met:

(i) Professional experience of one hundred twenty hours as an occupational information specialist during the life of the previous certificate; and

(ii) Three quarter credits or the equivalent of professional education and/or equivalent experience since the previous certificate.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-080, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. 78-10-003 (Order 11-78), § 180-77-080, filed 9/7/78.]

WAC 180-77-085 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-090 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-095 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-100 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-105 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-77-106 Transition policies. In order to implement the changes made in this chapter, the following policies apply to vocational certificate candidates:

(1) All vocational teachers with valid probationary certificates would have their certificate validity extended to August 31, 1997.

(2) Vocational teachers with one-year, two-year, or three-year vocational certificates shall be issued either four-year initial or continuing vocational certificates, whichever is more appropriate, if the individual upon application has met the renewal requirements that were in effect prior to June 1995.

(3) Until December 31, 1995, candidates applying for vocational certificates may be certificated on the basis of meeting the previous standards.

(4) Candidates for vocational certificates who have been admitted to a college/university vocational program between June 30, 1991, and June 30, 1995, shall have the option of completing programs under previous standards.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-106, filed 6/2/95, effective 7/3/95.]

WAC 180-77-110 Vocational instructor certification reciprocity. The superintendent of public instruction will recognize community and technical college instructors certified under WAC 131-16-091 through 131-16-095 when these individuals provide instruction to high school students. These instructors must maintain their certification in good standing and shall be required to have completed and have on file a background check as defined in WAC 180-75-085(2) and RCW 28A.410.010, when employed to provide services within a public common school.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-110, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.050(2). 92-05-039, § 180-77-110, filed 2/12/92, effective 3/14/92.]

WAC 180-77-120 Out-of-state candidates. Out-of-state applicants shall be eligible for Washington vocational certificates if they meet the standards in chapter 180-77 WAC or as follows:

(1) Initial certificate. The initial certificate shall be issued by the superintendent of public instruction to a candidate who has two thousand hours of paid occupational experience and who meets one of the following:

(a) Qualifies under provisions of the interstate compact;

(b) Holds the appropriate degree and, if applicable, credit hours and/or licensing as set forth in this chapter and has completed a state-approved preparation program at a regionally accredited college or university in the professional field for which the certificate is to be issued and such additional professional fields as required by WAC 180-79-049;

(c) Holds an appropriate vocational certificate issued by another state and has practiced at the P-12 level in that respective role outside the state of Washington for three years and has completed the ten quarter hours of academic study as specified in WAC 180-77-031 (1)(c).

(2) Continuing certificate. The continuing certificate shall be issued on verification that the candidate has met all requirements for initial and continuing certification in the state of Washington.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-120, filed 6/2/95, effective 7/3/95.]

WAC 180-77-122 Appeal procedures. Vocational certification candidates who apply directly to the superintendent of public instruction for a certificate, certificate renewal,

or certificate reinstatement whose application is denied shall be entitled to appeal that decision to the superintendent of public instruction in accordance with the appeal procedures in chapter 180-86 WAC.

[Statutory Authority: RCW 28A.410.010. 95-12-056, § 180-77-122, filed 6/2/95, effective 7/3/95.]

Chapter 180-78 WAC

PROFESSIONAL CERTIFICATION—APPROVED PREPARATION PROGRAMS BY COLLEGES AND UNIVERSITIES

WAC

180-78-145	Evidence of compliance with professional education advisory board approval standard.
180-78-160	Evidence of compliance with candidate admission and retention policies program standard.

WAC 180-78-145 Evidence of compliance with professional education advisory board approval standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the program approval standard of WAC 180-78-140(1).

(1) The professional education advisory board has been established in accordance with WAC 180-78-075 through 180-78-120.

(2) The professional education advisory board has carried out the following responsibilities:

(a) Elect a chair of the professional education advisory board.

(b) Adopt bylaws which are consistent with the provisions of this chapter.

(c) Meet at the call of the chair of the professional education advisory board or as provided in the bylaws of the professional education advisory board which, in either case, shall be at least four meetings per calendar year.

(d) Advise the superintendent of public instruction of needed changes in the administrative code affecting the professional preparation programs for which the professional education advisory board has responsibility.

(e) Advise the quality review team as provided in WAC 180-78-190(3).

(f) Report alternative professional programs, if developed.

(3) In determining compliance with this subsection, written documentation must be available for review indicating that the following have been reviewed annually:

(a) One or more program approval standards of WAC 180-78-140 and, as needed, formally notify the college or university in writing of changes the professional education advisory board believes are necessary or required to bring the college or university into compliance with the program approval standards for the professional preparation program and, based upon such review, provide formal recommendations pursuant to subsection (2)(d) of this section.

(b) The plan to provide all candidates for certification with field experiences with ethnic, racial, and cultural populations and with special education and highly capable students.

(c) The evaluation data, including course, field experience (WAC 180-78-165(2)), and follow-up data (WAC 180-78-175 (4) and (5)).

(4) In determining compliance with this subsection, written documentation must be available indicating that the following have been reviewed at least once every three years:

(a) The policies used to develop agreements between the college/universities and agencies providing field sites for field experience.

(b) The curriculum materials and media collection.

(c) Proposed revisions in the professional preparation program to reflect local district policies related to changing demographics, curriculum, organization, and federal and state laws, including administrative rules and case law.

(d) Recent professional developments which may impact the design of the professional preparation program.

(5) Written minutes are available for each meeting of each professional education advisory board which shall include the following items for each meeting listed in the college or university's annual report (WAC 180-78-047): Attendance by individuals and the agencies they represent, agenda items, substantive issues discussed, actions taken, and a list of all recommendations for change.

(6) Documentation from the college or university is available showing that each recommendation from each professional education advisory board during each academic year has been considered and acted upon by faculty committees or administrators—depending upon college or university governance—and, if delayed, modified, or not adopted, a rationale provided to the professional education advisory board as to why a recommendation was delayed, modified, or not adopted. All recommendations from professional education advisory boards shall be forwarded to appropriate faculty committees or administrators within two months of formal receipt by the chief administrator of the professional preparation program.

(7) The state board of education recognizes that the "improvement in student learning" legislation may require significant revisions in programs for the preparation of teachers, administrators, and educational staff associates and that reviews of existing programs and the development of revisions, where appropriate, need to begin as soon as possible. Therefore:

(a) The state board of education directs the teacher professional education advisory boards, in lieu of the activities and documentation required in subsections (2) through (6) of this section, to complete during the 1995-96 fiscal year a review of their existing preparation programs to identify revisions that will be needed in approved programs based on the commission on student learning's recommendations for essential learning requirements in reading, writing, communications, and mathematics;

(b) In completing this review, the teacher professional education advisory boards may also consider related activities such as proposed revisions in the program approval standards;

(c) College/university academic faculty, where appropriate, and/or other knowledgeable persons from the subject matter fields identified in the legislation should be included in the review process;

(d) Professional education advisory boards shall be required to meet at least four times during the 1995-96 fiscal year and submit written minutes for each professional education advisory board meeting as part of the college/university's annual report (WAC 180-78-047) including the attendance by individuals and the agencies they represent, agenda items, substantive issues discussed, actions taken, and a list of all recommendations for change;

(e) College/universities must still complete, if necessary, any "compliance plans," required by the state board of education for their previous year's programs.

(8) Professional education advisory boards for administrators and educational staff associates may request the state board of education for a waiver from subsections (2) through (6) of this section for the 1995-96 fiscal year to review their existing preparation programs in order to determine if revisions will be needed in approved programs based on the improvement in student learning legislation.

[Statutory Authority: RCW 28A.410.010. 95-12-055, § 180-78-145, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 18A.410.010 [28A.410.010] and 28A.70.005. 92-01-127, § 180-78-145, filed 12/19/91, effective 1/19/92. Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-145, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-145, filed 3/3/88.]

WAC 180-78-160 Evidence of compliance with candidate admission and retention policies program standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the candidate admission and retention policies program standard of WAC 180-78-140(4):

(1) Incentives and affirmative action procedures have been established to recruit quality candidates from underrepresented groups including those from diverse economic, racial, and cultural backgrounds. Support programs are provided to assist such candidates in successfully completing the professional preparation program.

(2) Admission requirements to the professional preparation programs include:

(a) A minimum 2.5 college or university undergraduate grade point average (based upon a zero to four point scale) calculated on the basis of the most recent 45 quarter (30 semester) credits.

(b) Evidence that the candidate is competent in the basic skills required for oral and written communication and computation.

(c) A combined score of not less than the state-wide median score for the prior school year scored by all persons taking the Scholastic Aptitude Test (SAT) or the American College Test (ACT).

(d) *Provided*, That persons who have completed a baccalaureate or higher degree or who are twenty-one years of age or older, who have completed two or more years of college level work, and who have demonstrated in such course work, including a written essay, the competencies set forth in (b) and (c) of this subsection, shall be exempted from meeting such requirements.

(e) *Provided further*, That a candidate who does not meet one of the criteria within this subsection may be admitted on probationary status if the college or university provides individual tutorial assistance to such candidate and

the candidate is required to meet the above stated criteria prior to participation in a field experience and exiting from the approved preparation program.

(3) Criteria for the selection and retention of candidates are relevant to the attainment of program outcomes and available for review by applicants, students, and faculty. These written criteria may include, but not be limited to, faculty recommendations, evidence of demonstrated competency in academic and professional work, and written recommendations from appropriate professionals in the schools.

(4) A written process exists describing the procedures for:

(a) Counseling and advising students about progress and retention in the professional preparation program.

(b) Supervision and evaluation relative to the completion of the professional preparation program.

(c) The appeal process for decisions relative to admission or retention in the professional preparation program.

(d) Providing information to candidates regarding supply and demand conditions in the candidate's field.

(e) Admission and retention of nontraditional candidates, such as midcareer candidates who wish to enter professional preparation programs, if established.

[Statutory Authority: RCW 28A.410.010. 95-20-039, § 180-78-160, filed 9/28/95, effective 10/29/95. Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-160, filed 12/14/88. Statutory Authority: RCW 28A.04.120 and 28A.04.122. 88-21-013 (Order 18-88), § 180-78-160, filed 10/7/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-160, filed 3/3/88.]

Chapter 180-79 WAC

PROFESSIONAL CERTIFICATION— PREPARATION REQUIREMENTS

WAC

180-79-062	Approved baccalaureate degree—Definition.
180-79-241	Internship certificate.
180-79-350	English—Subject area endorsement.

WAC 180-79-062 Approved baccalaureate degree—Definition. "Approved baccalaureate degree" for the purpose of this chapter means a baccalaureate from a regionally accredited college or university in any of the subject areas of the endorsement listed in WAC 180-79-080. Such degrees shall require the completion of at least forty-five quarter hours (thirty semester hours) of course work in the subject area: *Provided*, That a candidate who holds a baccalaureate degree in another academic field will not be required to obtain a second baccalaureate degree if the candidate provides evidence to the superintendent of public instruction that he or she has completed the required forty-five quarter or thirty semester hours of course work in one of the subject areas of the endorsements listed in WAC 180-79-080.

[Statutory Authority: RCW 28A.410.010. 95-20-038, § 180-79-062, filed 9/28/95, effective 10/29/95. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-062, filed 2/17/88.]

WAC 180-79-241 Internship certificate. In order to broaden the base of persons eligible to pursue teaching

careers, the state board of education establishes a teaching internship certificate pilot project under the specific circumstances set forth below:

Internship certificate.

(1) Candidates shall be eligible for internship certificates which allow the holder full authority to serve as a part-time or full-time teacher and will be subject to the local school district's evaluation procedures under the following conditions:

(a) Persons must possess a master's degree and have a minimum of forty-five quarter hours (thirty semester hours) in an endorsement area or in a directly related area of study; or a bachelor's degree with a minimum of forty-five quarter hours (thirty semester hours) in an endorsement area or in a directly related area of study and at least five years of relevant work experience, subsequent to the bachelor's degree, as determined by the college or university;

(b) Candidates must be admitted to an approved Washington state college or university teacher education program, and hold a contract for employment as a teacher in a participating school district or be given written notice of other program or placement options if the candidate does not hold a contract. Candidates would be eligible for the internship certificate only upon completion of the college or university course work, as specified in subsection (2)(d) of this section, and employment in a participating school district;

(c) Notwithstanding the provisions above or other provisions in this section, in order to conduct a field test of an alternative model for the internship certificate, Teach for America resident teachers participating in a professional teaching residency shall be eligible for internship certificates for the two years of their residency program if they are employed by the Seattle School District.

The internship certificate shall be issued for up to two years. The internship certificates shall be endorsed on the basis of the academic requirements in WAC 180-79-086. If a resident teacher does not continue in the program for the full two years, the certificate shall become invalid when the resident teacher leaves the program.

Prior to teaching under the internship certificate the resident teacher shall have studied issues of abuse, child or adolescent psychology, classroom management, methods of instruction in the appropriate endorsement area, the legal responsibilities of the professional educator, reading in the content area, and the safety and supervision of children.

If a resident teacher has not completed such study in the summer training program the Seattle School District shall be responsible for assuring that each resident teacher has completed the required study prior to teaching. The resident teacher shall continue study throughout the two years in appropriate workshops or courses as determined by the Seattle School District and Teach for America.

The resident teacher shall receive on-site assistance throughout the two years.

The assessment of the Professional Teaching Residency field test will focus specifically on the effective recruitment of outstanding individuals (especially minority candidates), the performance-based assessment process, and the teaching effectiveness demonstrated by the resident teachers who complete the program.

At the completion of their two-year internships, resident teachers shall be eligible for the initial certificate upon recommendation by the Seattle School District and by a review board of experienced educators. The authorization for the Teach for America field test extends from the 1994-95 school year through the 1998-99 school year.

An advisory board shall be established by Teach for America and the Seattle School District to assure the active involvement of interested persons, including teachers, principals, representatives of higher education, administrators, and parents in the ongoing review of the professional teaching residency program in order:

(i) To assure that the program is consistent with Seattle School District goals and priorities; and

(ii) To provide ongoing feedback to Teach for America and the Seattle School District.

An evaluation of the program shall be completed prior to the close of the first school year by a professional education advisory committee subcommittee, which shall include a site visit to the Seattle School District and the collection of data from the resident teachers and other parties, including, but not limited to, relevant students, teachers, principals, administrators, and parents. Findings from the evaluations shall be reviewed by the professional education advisory committee. Recommendations for continuation, revisions, or discontinuation of the professional teaching residency program shall be submitted by the professional education advisory committee to the state board of education. On the basis of the evaluation, the state board of education may rescind the authorization for any additional recruitment of resident teachers prior to the beginning of the next school year.

Prior to September 1, 1998, the professional education advisory committee shall review the evaluations of the teaching residency program and make recommendations to the state board on its future status.

(2) The college or university approved internship program shall be designed as follows:

(a) Students shall proceed through the program as a cohort group;

(b) The program shall be a minimum of forty-five quarter hours (thirty semester hours) of upper division and/or graduate study and must meet the state board of education standards for approved programs;

(c) The program shall provide the intern a minimum of fifteen quarter hours (ten semester hours) of study prior to the beginning of the school year, five quarter hours (three semester hours) for each quarter/semester of the school year and fifteen quarter hours (ten semester hours) in the summer following the first year of teaching;

(d) Prior to beginning teaching, the candidate must complete a minimum of fifteen quarter hours (ten semester hours) of course work in pedagogy including but not limited to: Child or adolescent psychology, classroom management, methods instruction in the appropriate endorsement area, the legal responsibilities of the professional educator, reading in a content area, and the safety and supervision of children (the course work must include forty hours of observation of school students in learning situations);

(e) During each quarter/semester the interns shall participate in a college/university three hour seminar weekly in order to provide the interns with peer interaction and

assistance on issues associated with their teaching experiences;

(f) The college/university shall assign a college supervisor to work with each intern;

(g) The school district shall assign a staff member to serve as a mentor (who shall be selected using the criteria established for the teacher assistance program) for each intern;

(h) The school district and the college/university shall specify in detail the resources they will provide and the procedures they will follow to assure that the intern is qualified to assume full-time responsibility when placed in the classroom as a teacher.

(i) The year of internship teaching shall be deemed comparable to the state board of education student teaching requirement, provided, the college/university evaluates the intern's teaching as satisfactory. The local school district evaluation of the intern shall be shared with the college/university in making its decision;

(j) The internship certificate shall be issued for one year and may be renewed only once for one additional year to persons who for good cause were unable to complete the program upon recommendation by the college or university where the person is enrolled in the teacher education program.

(3) At least one college/university and one school district that meet the following criteria shall be approved by the state board of education to conduct this pilot program:

(a) Colleges and universities and school districts wishing to participate in this program must submit joint proposals to the state board of education for its consideration, provided, one college/university may have joint agreements with more than one school district and may include within such agreements a cooperative arrangement with an educational service district.

(b) Colleges/universities and school districts shall submit a detailed description of the program based on the requirements in subsection (2) of this section, provided, the state board of education will consider modifications to the requirements if the proposal indicates how the intent of the program can be met in a different curricular design.

(4) The internship teaching program shall be reviewed annually by the respective professional education advisory board and evaluated by the professional education advisory committee during its third year of operation. After receiving the recommendation from the professional education advisory committee, the state board of education shall determine whether or not or under what circumstances the pilot project shall be continued.

(5) The pilot project shall terminate on August 31, 1999, with the exception of the field test described in subsection (1)(c) of this section unless the state board of education extends or revises the existing program.

[Statutory Authority: RCW 28A.410.010. 95-20-040, § 180-79-241, filed 9/28/95, effective 10/29/95; 94-13-021, § 180-79-241, filed 6/3/94, effective 7/4/94; 92-15-037, § 180-79-241, filed 7/9/92, effective 8/9/92; 91-05-056, § 180-79-241, filed 2/15/91, effective 3/18/91.]

WAC 180-79-350 English—Subject area endorsement. In order to receive an endorsement in English, the candidate shall have completed the minimum course work

credit hours in the subject area of English, including, but not limited to, credit hours in each of the following essential areas of study:

(1) Writing/composition.

(2) American literature.

(3) World literature representing a variety of diverse cultures, including British literature.

(4) Linguistics or structure of language.

[Statutory Authority: RCW 28A.410.010. 96-01-082, § 180-79-350, filed 12/18/95, effective 1/18/96. Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-350, filed 4/3/87.]

Chapter 180-95 WAC EDUCATION CENTERS

WAC

180-95-005

180-95-050

180-95-070

Purpose.

Withdrawal of certification as an education center.

Additional rules.

WAC 180-95-005 Purpose. The purpose of this chapter is to implement RCW 28A.205.010, 28A.205.020, 28A.205.030, 28A.205.040, 28A.205.050 and to establish the criteria and procedures to be used in certification of an education center.

[Statutory Authority: RCW 28A.205.050 and 1993 c 211. 95-08-029, § 180-95-005, filed 3/29/95, effective 4/29/95. Statutory Authority: 1990 c 33. 90-17-009, § 180-95-005, filed 8/6/90, effective 9/6/90. Statutory Authority: RCW 28A.04.120. 78-03-014 (Order 2-78), § 180-95-005, filed 2/8/78.]

WAC 180-95-050 Withdrawal of certification as an education center. The state board of education may withdraw certification if the board finds that a center fails:

(1) To provide adequate instruction in basic academic skills which shall mean:

(a) The center does not offer or make provision for instruction in all the basic skills defined in WAC 180-95-010(2), or

(b) Evidence/data do not verify educational gains which relate directly to the individual learning objectives and the educational and/or employment goals established, or

(c) The center does not provide opportunities for employment orientation.

(2) To meet any of the criteria for certification of education centers as established in WAC 180-95-020.

[Statutory Authority: RCW 28A.205.050 and 1993 c 211. 95-08-029, § 180-95-050, filed 3/29/95, effective 4/29/95. Statutory Authority: RCW 28A.410.010. 94-03-103 (Order 4-94), § 180-95-050, filed 1/19/94, effective 2/19/94. Statutory Authority: RCW 28A.04.120. 78-03-014 (Order 2-78), § 180-95-050, filed 2/8/78.]

WAC 180-95-070 Additional rules. See also rules of the superintendent of public instruction at chapter 392-185 WAC which govern the certification of education centers, and rules of the state board for community and technical colleges at chapter 131-48 WAC which govern GED testing and certificates of educational competence.

[Statutory Authority: RCW 28A.205.050 and 1993 c 211. 95-08-029, § 180-95-070, filed 3/29/95, effective 4/29/95.]