

# Chapter 181-77 WAC

## STANDARDS FOR CAREER AND TECHNICAL EDUCATION CERTIFICATION

### WAC

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025, filed 5/23/16, effective 6/23/16. Statutory Authority: RCW 28A.410.210.

**WAC 181-77-001 Authority.** The authority for this chapter is RCW 28A.410.010 which authorizes the professional educator standards board 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.410.210. WSR 06-14-010, § 181-77-001, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-001, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-001, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-002 Purpose.** The purposes of this chapter are to establish the various career and technical education 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 career and technical education certificates.

[WSR 06-02-051, recodified as § 181-77-002, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-002, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-002, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-003 Definitions.** The following definitions shall apply to terms used in this chapter:

(1) "Approved program for training career and technical education teachers and career and technical education counselors" shall be defined as any program approved by the professional educator standards board which complies with chapter 181-77A WAC.

(2) "Career and technical education educator training" shall mean those career and technical education programs, courses, seminars and workshops offered for the purpose of career and technical education certification in compliance with chapter 181-85 WAC.

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

(4) "Specific safety requirements" shall mean completion of course work approved by the professional educator standards board and/or its designee which is designed to provide the career and technical education 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 journey level in the occupation being taught. In any case, this shall be no less than one year.

### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

181-77-070	Specific standards for certification of local career and technical education administrative personnel. [WSR 06-02-051, recodified as § 181-77-070, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-070, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-070, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-070, filed 9/7/78.] Repealed by WSR 14-11-053, filed 5/16/14, effective 6/16/14. Statutory Authority: RCW 28A.410.210.
181-77-075	Levels, validity and standards for certification of local career and technical education counselors. [Statutory Authority: RCW 28A.410.210. WSR 06-14-010, § 181-77-075, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-075, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-075, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.305.130 (1) and (2), 28A.410.010. WSR 00-18-064, § 180-77-075, filed 9/1/00, effective 10/2/00. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-075, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-075, filed 9/7/78.] Repealed by WSR 16-12-025, filed 5/23/16, effective 6/23/16. Statutory Authority: RCW 28A.410.210.
181-77-080	Levels, validity and standards for certification of occupational information specialist. [WSR 06-02-051, recodified as § 181-77-080, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-080, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-080, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-080, filed 9/7/78.] Repealed by WSR 16-12-

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

(7) "Occupational experience" shall mean paid or unpaid volunteer 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 career and technical 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 career and technical education 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.

(13) "Professional growth plan" is as described in WAC 181-79A-030.

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-003, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 17-07-018, § 181-77-003, filed 3/7/17, effective 4/7/17; WSR 06-14-010, § 181-77-003, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-003, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-003, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 98-01-026, § 180-77-003, filed 12/8/97, effective 1/8/98; WSR 97-04-085, § 180-77-003, filed 2/5/97, effective 3/8/97; WSR 95-12-056, § 180-77-003, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-003, filed 9/7/78.]

**WAC 181-77-005 Types of career and technical education 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 professional educator standards board and/or its designee:

- (a) Agriculture education;
- (b) Business and marketing education;
- (c) Family and consumer sciences education;
- (d) Technology education;
- (e) Trade and industrial;
- (f) Health occupations;
- (g) Career choices;
- (h) Coordinator for worksite learning; or
- (i) Categories which may be added to a continuing career and technical education certificate are:

(i) Mathematics applied. To add this category, the candidate shall:

(A) Hold a continuing career and technical education certificate based on WAC 181-77-041;

(B) Hold a baccalaureate degree or higher in a math-related area such as engineering from a regionally accredited college or university pursuant to WAC 181-79A-030(5);

(C) Be fully contracted as a teacher or long-term substitute teacher by a Washington public school;

(D) Pass the mathematics subject knowledge test approved by the professional educator standards board; and

(E) Document a minimum of one year teaching experience in technology education or skilled and technical science courses.

(ii) Science applied, biology applied, chemistry applied, physics applied, or earth and space science applied. To add these categories, the candidate shall:

(A) Hold a continuing career and technical education certificate based on WAC 181-77-041;

(B) Hold a baccalaureate degree or higher in a science-related area such as engineering or in a medical field from an accredited college or university pursuant to WAC 181-79A-030;

(C) Be fully contracted as a teacher or long-term substitute by a Washington public school;

(D) Pass the appropriate science, biology, chemistry, physics, or earth and space science subject knowledge test approved by the professional educator standards board; and

(E) Document a minimum of one year teaching experience in agriculture education, health occupations, or skilled and technical science courses.

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

(3) Counselor. The career and technical education counselor certificate authorizes service in the role of career and technical education 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.410.220. WSR 18-21-070, § 181-77-005, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 10-23-074, § 181-77-005, filed 11/15/10, effective 12/16/10; WSR 08-16-004, § 181-77-005, filed 7/23/08, effective 8/23/08; WSR 06-14-010, § 181-77-005, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-005, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-005, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.-010. WSR 95-12-056, § 180-77-005, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-005, filed 9/7/78.]

**WAC 181-77-012 Levels of career and technical education instructional certificates.** The following levels of career and technical education certificates may be issued:

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

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

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

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

[WSR 06-02-051, recodified as § 181-77-012, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-012, filed 1/24/02, effective 2/24/02.]

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

**WAC 181-77-014 Requirements for limited certification.** Conditional career and technical education certificate.

(1) **Intent:** The intent of the conditional career and technical education certificate is to fill teacher positions given specific circumstances where no regularly certificated career and technical education instructor is available.

(2) **Role:** The certificate is valid only for the teaching areas specified on the certificate.

(3) **Request requirements:**

(a) The conditional career and technical education certificate may be issued under specific circumstances set forth below for limited service. The issuance of the conditional career and technical education certificate may be issued only to:

(i) Persons qualified and experienced in the knowledge and occupational skills of the career and technical education program to be certified; or

(ii) Persons who meet the occupational experience requirements for career and technical education certification; or

(iii) Persons enrolled in a career and technical education preparation program as verified by an approved career and technical education program provider; or

(iv) Persons who will be employed in new and emerging occupations as identified by the professional educator standards board and/or its designee.

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

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

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

(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; and

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

(v) A written training plan is on file with the employing district. The career and technical education administrator and the candidate will mutually develop this plan. The plan must be approved by the local school district career and technical education program advisory committee to which the candidate is assigned. The plan will provide for the career and technical education instructor to develop competencies in the following:

(A) Issues related to legal liability;

(B) The responsibilities of career and technical education educators;

(C) The lines of authority in the employing school district and/or building;

(D) Career and technical education methods, including those described in RCW 28A.700.010, WAC 181-77-041 (1)(b), and 181-77A-165;

(E) General and specific safety.

(4) **Minimum requirements:** The career and technical education teacher will complete fifty continuing education credit hours subsequent to the issuance of the certificate, and prior to the reissuance of the certificate. The district will verify that this continuing education credit hour requirement has been met prior to the reissuance of the certificate. The continuing education credit hours must relate to the areas listed in subsection (3)(b)(v) of this section. This continuing education credit hour requirement may be completed through credit hours earned while enrolled in a program.

(5) **Validity:** The certificate is valid for two years or less, and only for the teaching area specified on the certificate. The certificate may be reissued on district application and evidence that requirements continue to be met.

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-014, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 17-07-018, § 181-77-014, filed 3/7/17, effective 4/7/17; WSR 08-16-004, § 181-77-014, filed 7/23/08, effective 8/23/08; WSR 06-14-010, § 181-77-014, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-014, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010. WSR 03-23-038, § 180-77-014, filed 11/12/03, effective 12/13/03. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-014, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.305.130 (1) and (2), 28A.410.010. WSR 00-18-064, § 180-77-014, filed 9/1/00, effective 10/2/00. Statutory Authority: RCW 28A.410.010. WSR 98-01-026, § 180-77-014, filed 12/8/97, effective 1/8/98; WSR 95-12-056, § 180-77-014, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-015 Certificate validity and renewal.**

(1) The initial certificate is valid for five years and may be renewed in accordance with WAC 181-77-031 or 181-77-041.

(2) The initial renewal certificate is valid for five years and may be renewed in accordance with WAC 181-77-031 or 181-77-041.

(3) The continuing certificate is valid for five years and may be renewed in accordance with WAC 181-77-031(4) or 181-77-041(4).

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-015, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 06-14-010, § 181-77-015, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-015, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-015, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-015, filed 9/7/78.]

**WAC 181-77-020 Certificate required.** Persons serving as career and technical education instructors, career and technical education directors and assistant directors, career and technical education supervisors, career and technical education counselors, and occupational information specialists shall hold certificates authorized by the professional educator standards board for service in the respective roles.

[Statutory Authority: RCW 28A.410.210. WSR 06-14-010, § 181-77-020, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-020, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-020, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-020, filed 6/2/95, effective 7/3/95. Statutory Authority:

RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-020, filed 9/7/78.]

**WAC 181-77-025 Personnel assignment.** Career and technical education teachers teaching other secondary school subjects and career and technical education counselors serving in addition as general counselors need to hold a valid certificate as provided for in chapter 181-79A WAC. CTE teachers who have earned a certificate for mathematics applied, science applied, biology applied, chemistry applied, physics applied, or earth and space science applied category are eligible for teaching assignments in general education mathematics, science, biology, chemistry, physics, or earth and space science courses, dependent upon the category on the continuing career and technical education certificate.

[Statutory Authority: RCW 28A.410.210. WSR 10-23-074, § 181-77-025, filed 11/15/10, effective 12/16/10; WSR 08-16-004, § 181-77-025, filed 7/23/08, effective 8/23/08; WSR 06-14-010, § 181-77-025, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-025, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-025, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 98-01-026, § 180-77-025, filed 12/8/97, effective 1/8/98. Statutory Authority: RCW 28A.70.005. WSR 78-10-003 (Order 11-78), § 180-77-025, filed 9/7/78.]

**WAC 181-77-031 Requirements for candidates seeking career and technical education certification who have completed approved college/university programs in a career and technical education endorsement area.** Candidates shall complete the following requirements in addition to those set forth in WAC 181-79A-150, 181-79A-155, 181-82-322, and chapter 181-78A WAC.

(1) Initial.

(a) Candidates for the initial certificate shall hold a baccalaureate degree from an accredited college or university which includes a minimum of forty-five quarter hours of study in the specific career and technical education subject area for which certification is sought.

(b) Candidates for the initial certificate shall demonstrate competency in one or more of the career and technical education areas: Agriculture education, business and marketing education, family and consumer sciences education, and technology education, as listed in WAC 181-77-005.

(c) Candidates for the initial certificate shall complete a state approved career and technical education teacher training program through an accredited college or university which shall include completion of student teaching in the relevant career and technical education subject area.

(d) Candidates for the initial certificate shall provide documentation of one year of paid occupational experience (two thousand hours) in the specific career and technical education field for which certification is sought. If all or part of the two thousand hours is more than six years old, candidates must complete an additional three hundred hours of recent (occurring in the last two years) occupational experience. The candidate must also apply for the residency teacher certificate or add the subject area to their basic education certificate in their subject area, take and pass the content knowledge test(s) for subject area, be issued the residency teacher certificate before the CTE initial can be issued.

(e) In addition, candidates for initial certification in career choices or coordinator of worksite learning shall

demonstrate competency in knowledge and skills described in WAC 181-77A-180.

(2) Initial renewal. Candidates for renewal of the initial certificate must complete one hundred continuing education credit hours in the subject area certified to teach since the initial certificate was issued, or four professional growth plans as defined in WAC 181-79A-030. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional growth plan requirement within the five years prior to the date of the renewal application.

(3) Continuing.

(a) Candidates for the continuing certificate shall have in addition to the requirements for the initial certificate at least fifteen quarter hours or one hundred fifty clock hours of career and technical education educator training in the career and technical education subject area 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 career and technical education subject area certified to teach with an authorized employer (i.e., school district(s) or skills center(s)).

(4) Continuing certificate renewal. Candidates for renewal of the continuing certificate shall complete since the previous continuing certificate:

(a) Ten quarter hours or one hundred clock hours of career and technical education educator training, or four professional growth plans as defined in WAC 181-79A-030. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional growth plan requirement within the five years prior to the date of the renewal application.

(b) Continuing education or professional growth plans for teachers at the elementary and secondary levels in STEM-related subjects must include a specific focus on the integration of science, mathematics, technology, and engineering instruction as per RCW 28A.410.2212. This renewal requirement applies to career and technical education endorsement areas. This STEM continuing education requirement for certificate renewal is as described in WAC 181-85-075(6);

(c) Per RCW 28A.410.278(2), in-service training, continuing education, or professional growth plans shall incorporate professional development on the revised teacher and principal evaluation systems under RCW 28A.405.100 as a requirement for renewal of continuing or professional level certificates. This continuing education requirement related to the teacher and principal evaluation system is as described in WAC 181-85-075(7).

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-031, filed 10/11/18, effective 11/11/18; WSR 18-08-007, § 181-77-031, filed 3/22/18, effective 4/22/18. Statutory Authority: RCW 28A.410.210. WSR 16-23-064, § 181-77-031, filed 11/14/16, effective 12/15/16; WSR 16-07-096, § 181-77-031, filed 3/18/16, effective 4/18/16; WSR 08-16-004, § 181-77-031, filed 7/23/08, effective 8/23/08; WSR 06-14-010, § 181-77-031, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-031, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.-010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-031, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.305.130 (1) and (2), 28A.410.010. WSR 00-18-064, § 180-77-031, filed 9/1/00, effective 10/2/00. Statutory Authority: RCW 28A.410.010. WSR 98-01-026, § 180-77-031, filed 12/8/97, effective 1/8/98; WSR 97-04-085, § 180-77-031, filed 2/5/97, effective 3/8/97; WSR 95-12-056, § 180-77-031, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-041 Requirements for candidates seeking career and technical education certification on the basis of business and industry work experience.** Candidates for certification who have not completed approved programs set forth in chapter 181-78A WAC shall complete the following requirements in addition to those set forth in WAC 181-79A-150 (1) and (2) and 181-79A-155 (1) and (2).

(1) Initial.

(a) Candidates for the initial certificate shall provide documentation of paid occupational experience in the specific career and technical education subcategory for which certification is sought: Provided, That individuals seeking the initial certification for the sole purpose of instruction of American sign language who are deaf, hard of hearing per RCW 43.20A.720, or whose primary method of communication is American sign language, may have the requirements for interpreter experience waived by the certification office of the superintendent of public instruction.

(i) Three years (six thousand hours) is required.

(ii) One year (two thousand hours) must be within the past six years. Candidates may use up to four thousand hours of teaching experience in the specialty area they are experienced in and the remaining two thousand hours must be from industry experience (nonteaching). For STEM, candidate may use all six thousand hours of teaching experience in science, technology, engineering and/or math in lieu of industry

experience. For biomedical and biotechnology, candidates may use all six thousand hours of teaching experience in biology in lieu of industry experience.

(iii) If all or part of the two thousand hours is more than six years old, an additional three hundred hours of recent (occurring in the last two years) occupational experience is required.

(iv) Individuals seeking this certification solely for teaching American sign language must also hold or earn the national interpreter certification, certified deaf interpreter certificate, the American sign language teachers association certificate, the American sign language performance interview, or meet the standard required of interpreters for the deaf per RCW 28A.410.271.

(b) Candidates for the initial certificate shall complete a professional educator standards board approved program under WAC 181-77A-029 in which they demonstrate competence in the general standards for all career and technical education teacher certificate candidates pursuant to WAC 181-77A-165, which include but are not limited to knowledge and skills in the following areas:

(i) General and specific safety;

(ii) Career and technical education teaching methods;

(iii) Occupational analysis;

(iv) Course organization and curriculum design;

(v) Philosophy of vocational education;

(vi) Personal student development and leadership techniques.

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

(i) School law;

(ii) Issues related to abuse as specified in WAC 181-77A-165(7).

(d) In addition, candidates for initial certification in career choices or coordinator of worksite learning shall demonstrate competency in knowledge and skills described in WAC 181-77A-180.

(2) Initial renewal. Candidates for renewal of the initial certificate must complete ten quarter hours of credit or one hundred clock hours of career and technical education educator training in the subject matter certified to teach since the initial certificate was issued or renewed, or four professional growth plans as defined in WAC 181-79A-030. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional

growth plan requirement within the five years prior to the date of the renewal application.

(3) Continuing.

(a) Candidates for the continuing certificate shall have in addition to the requirements for the initial certificate at least one of the following:

(i) Fifteen quarter hours or one hundred fifty clock hours of career and technical education educator training in the career and technical education subject matter to be certified completed subsequent to the issuance of the initial certificate; or

(ii) Hold a valid national board certificate issued by the National Board for Professional Teaching Standards in any certificate area.

(b) Candidates for the continuing certificate shall provide as a condition for the issuance of a continuing certificate documentation of two years full-time equivalency (FTE) of teaching/coordination in the career and technical education 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:

(i) Ten quarter hours or one hundred clock hours of career and technical education educator training, or four professional growth plans as defined in WAC 181-79A-030. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

(ii) Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

(iii) Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

(iv) An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional growth plan requirement within the five years prior to the date of the renewal application.

(b) Continuing education or professional growth plans for teachers at the elementary and secondary levels in STEM-related subjects must include a specific focus on the integration of science, mathematics, technology, and engineering instruction as per RCW 28A.410.2212. This renewal requirement applies to career and technical education endorsement areas. This STEM continuing education requirement for certificate renewal is as described in WAC 181-85-075(6).

(c) Per RCW 28A.410.278(2) in-service training, continuing education, or professional growth plans shall incorporate professional development on the revised teacher and principal evaluation systems under RCW 28A.405.100 as a requirement for renewal of continuing or professional level certificates. This continuing education requirement related to

the teacher and principal evaluation system is as described in WAC 181-85-075(7).

(d) Beginning January 2018, renewal of continuing certificates under this section specifically for teaching American sign language will require the national interpreter certification, certified deaf interpreter certificate, the American sign language teachers association certificate, or meet the standard required of interpreters of the deaf per RCW 28A.410-271.

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-041, filed 10/11/18, effective 11/11/18; WSR 18-08-007, § 181-77-041, filed 3/22/18, effective 4/22/18. Statutory Authority: RCW 28A.410.210. WSR 16-23-064, § 181-77-041, filed 11/14/16, effective 12/15/16; WSR 16-15-057, § 181-77-041, filed 7/18/16, effective 8/18/16; WSR 16-07-096, § 181-77-041, filed 3/18/16, effective 4/18/16; WSR 15-12-023, § 181-77-041, filed 5/26/15, effective 6/26/15; WSR 08-16-004, § 181-77-041, filed 7/23/08, effective 8/23/08; WSR 07-12-001, § 181-77-041, filed 5/23/07, effective 6/23/07; WSR 06-14-010, § 181-77-041, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-041, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010. WSR 02-18-039, § 180-77-041, filed 8/26/02, effective 9/26/02. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-041, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.305.130 (1) and (2), 28A.410.010. WSR 00-18-064, § 180-77-041, filed 9/1/00, effective 10/2/00. Statutory Authority: RCW 28A.410.010. WSR 98-01-026, § 180-77-041, filed 12/8/97, effective 1/8/98; WSR 97-04-085, § 180-77-041, filed 2/5/97, effective 3/8/97; WSR 95-12-056, § 180-77-041, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-068 Requirements for coordinator of worksite learning initial or continuing certificates.** To obtain a coordinator of worksite learning certificate, a candidate must:

(1) Possess a valid limited, initial or continuing career and technical education teaching certificate: Provided that if the individual holds a limited certificate they must be enrolled in an approved program; and

(2) Successfully demonstrate competencies related to coordination techniques as verified by a professional educator standards board approved program.

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-068, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 17-13-060, § 181-77-068, filed 6/15/17, effective 7/16/17; WSR 08-16-004, § 181-77-068, filed 7/23/08, effective 8/23/08; WSR 06-14-010, § 181-77-068, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-068, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 03-14-119, § 180-77-068, filed 6/30/03, effective 7/31/03; WSR 02-04-018, § 180-77-068, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-068, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-071 Initial certification of career and technical education administrative personnel.** (1)(a) Beginning September 1, 2014, a candidate is eligible for the initial career and technical education administrator certification if meeting one or more of the following:

(i) Currently holds a valid residency, continuing or professional administrator certificate; or

(ii) Completion of three years of experience as a certified career and technical education supervisor, career and technical education instructor, career and technical education counselor, or occupational information specialist; and

(b) In addition, the candidate must meet one or more of the following:

(i) Completion of the state authorized career and technical education administrator internship program; or

(ii) Completion of a state approved college program for career and technical education administration.

(c) The initial career and technical education administrator certificate is valid for five years.

(2) Initial certificate renewal.

(a) In order to renew the initial career and technical education administrator certificate completion of at least ten quarter hours of college credit or one hundred continuing education credit hours or four professional growth plans in five years since the initial certificate was issued or renewed is required. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional growth plan requirement within the five years prior to the date of the renewal application.

(b) The initial renewal certificate is valid for five years and may be renewed.

(3) Continuing certificate. The continuing career and technical education administrator certificate is valid for five years.

(a) In order to receive the continuing career and technical education administrator certificate, in addition to the requirements for the initial certificate, at least fifteen quarter hours of college credit course work or one hundred fifty continuing education credit hours completed subsequent to the conferral of the initial certificate is required; or, the individual may hold a valid national board certificate issued by the National Board for Professional Teaching Standards in any certificate area.

(b) Individuals shall provide as a condition for the issuance of a continuing certificate documentation of two years full-time equivalency (FTE) of career and technical administration with an authorized employer (i.e., school district(s) or skill center(s)).

(4) Continuing certificate renewal. The continuing career and technical education administrator certificate shall be renewed with the completion of ten quarter credits of college credit course work or the equivalent of one hundred continuing education credit hours in career and technical education, or supervisory or managerial subjects, or four professional growth plans, prior to the lapse date of the first issue of the continuing certificate and during each five-year period between subsequent lapse dates. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

(5) Per RCW 28A.410.278(2) in-service training, continuing education, or professional growth plans shall incorporate professional development on the revised teacher and principal evaluation systems under RCW 28A.405.100 as a requirement for renewal of continuing or professional level certificates. This continuing education requirement related to the teacher and principal evaluation system is as described in WAC 181-85-075(7).

(6) Any person with a valid career and technical education administrator certificate issued prior to September 1, 2014, under previous standards of the professional educator standards board shall meet requirements of, and may apply for, the continuing career and technical education administrator certificate by the expiration date of the original certificate held. Upon issuance of the continuing career and technical education administrator certificate such person will be subject to continuing certificate renewal requirements of subsection (4) of this section.

[Statutory Authority: RCW 28A.410.220, WSR 18-21-070, § 181-77-071, filed 10/11/18, effective 11/11/18; WSR 17-22-136, § 181-77-071, filed 11/1/17, effective 12/2/17. Statutory Authority: RCW 28A.410.210, WSR 16-12-070, § 181-77-071, filed 5/27/16, effective 6/27/16; WSR 14-11-053, § 181-77-071, filed 5/16/14, effective 6/16/14.]

**WAC 181-77-081 Requirements for certification of career guidance specialist.** Career guidance specialists must meet the following requirements in addition to those set forth in WAC 181-79A-150 (1) and (2) and 181-79A-155:

(1) Probationary certificate.

(a) Beginning July 1, 2018, a candidate is eligible for the probationary career guidance specialist certification if meeting one or more of the following:

(i) Completion of three years of experience as a certificated career and technical education administrator, career and technical education instructor, or career and technical education counselor, at the initial or continuing certificate level; or

(ii) Hold a valid educational staff associate - Counselor certificate as provided in WAC 181-79A-221; or

(iii) Provide documentation of three years (six thousand hours) of full-time paid occupational experience of which two years shall have been in the last six years, dealing with employment, personnel or with placement and evaluation of workers, or experience providing career guidance, employment or career counseling services.

(b) Such a certificate may be issued upon recommendation by the employing school district according to the following:

(i) The candidate shall have developed a written training plan in cooperation with the career and technical education

administrator. The plan must be approved by a district career and technical education advisory committee.

(ii) The plan shall develop procedures and timelines for the candidate to meet the requirements for the initial certificate.

(c) 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 written training plan and has made additional progress in meeting the requirements for the initial certificate.

(2) Initial certificate.

(a) The initial career guidance specialist certificate is valid for five years.

(b) Candidates must meet the eligibility requirements for the probationary certificate outlined in this section.

(c) Candidates for the initial certificate shall demonstrate competence through a course of study from a state approved program provider or state approved continuing education provider in the general standards for career guidance specialist which include, but are not limited to, knowledge and skills in the following areas as approved by the professional educator standards board:

(i) Individual and group career guidance skills;

(ii) Individual and group career development assessment;

(iii) Information and resources in providing career guidance;

(iv) Career guidance program planning, implementation, and management;

(v) Diverse populations;

(vi) Student leadership development;

(vii) Ethical/legal issues;

(viii) Technology;

(ix) History and philosophy of career and technical education.

(d) In order to teach worksite learning and career choices courses, candidates must successfully complete requirements per WAC 181-77A-180.

(3) Initial certificate renewal.

(a) Candidates for renewal of the initial career guidance specialist certificate must complete at least ten quarter hours of college credit, one hundred clock hours, or four professional growth plans since the initial certificate was issued or renewed. At least two quarter credits or fifteen clock hours must be related to the knowledge and skills areas listed in subsection (2)(c) of this section. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional growth plan requirement within the five years prior to the date of the renewal application.

(b) The initial renewal certificate is valid for five years.

(4) Continuing certificate.

(a) Candidates for the continuing career guidance specialist certificate shall have in addition to the requirements for the initial certificate at least fifteen quarter hours of college credit or one hundred fifty clock hours completed subsequent to the issuance of the initial certificate; or hold a valid national board certificate issued by the National Board for Professional Teaching Standards in any certificate area.

(b) Candidates for the continuing certificate shall provide as a condition for the issuance of a continuing certificate documentation of two years full-time equivalency (FTE) as a career guidance specialist with an authorized employer (i.e., school district(s) or skills center(s)).

(c) The continuing career guidance specialist certificate is valid for five years.

(5) Continuing certificate renewal. The continuing career guidance specialist certificate shall be renewed with the completion of ten quarter hours of college credit, the equivalent of one hundred clock hours, or four professional growth plans prior to the lapse date of the first issuance of the continuing certificate and during each five-year period between subsequent lapse dates. At least four quarter credits or thirty clock hours must be related to the knowledge and skills areas listed in subsection (2)(c) of this section. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

Application for renewals shall not be submitted earlier than twelve months prior to the expiration date of the current certificate.

Expired certificates may be renewed with completion of one hundred continuing education credit hours within the previous five years from the date of the renewal application, or by completing four professional growth plans. Individuals completing fewer than four annual professional growth plans must complete the necessary continuing education credit hours needed to be the equivalent of one hundred clock hours.

An expired certificate may be renewed by presenting evidence to the superintendent of public instruction of completing the continuing education credit hours or professional growth plan requirement within the five years prior to the date of the renewal application.

(6) Certificates issued under previous standards.

(a) Any person with a valid one-year occupational information specialist, or career and technical education counselor, certificate issued prior to July 1, 2018, under previous standards of the professional educator standards board shall be eligible for the probationary certificate and must meet the requirements for earning the initial certificate.

(b) Any person with a valid three-year or five-year occupational information specialist, or career and technical education counselor, certificate issued prior to July 1, 2018, under previous standards of the professional educator standards

board may apply for the continuing career guidance specialist certificate by the expiration date of the original certificate held, and will be considered to have met the requirements to obtain a continuing career guidance specialist certificate in subsection (4) of this section.

(c) Upon issuance of the probationary initial or continuing career guidance specialist certificate, individuals addressed in this subsection will be subject to certificate renewal requirements of this section.

[Statutory Authority: RCW 28A.410.220. WSR 18-21-070, § 181-77-081, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 16-23-064, § 181-77-081, filed 11/14/16, effective 12/15/16; WSR 16-12-025, § 181-77-081, filed 5/23/16, effective 6/23/16.]

**WAC 181-77-110 Career and technical education 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, when employed to provide services within a public common school shall be required to have completed and have on file:

- (1) Documentation of completion of the issues of abuse requirement pursuant to RCW 28A.410.035; and
- (2) A background check as defined in WAC 181-79A-150(2) and RCW 28A.410.010; and
- (3) Evidence of good moral character as required in WAC 181-79A-155.

[Statutory Authority: RCW 28A.410.210. WSR 06-14-010, § 181-77-110, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-110, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-110, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.305.130 (1) and (2), 28A.410.010. WSR 00-18-064, § 180-77-110, filed 9/1/00, effective 10/2/00. Statutory Authority: RCW 28A.410.010. WSR 95-12-056, § 180-77-110, filed 6/2/95, effective 7/3/95. Statutory Authority: RCW 28A.410.050(2). WSR 92-05-039, § 180-77-110, filed 2/12/92, effective 3/14/92.]

**WAC 181-77-120 Out-of-state candidates.** Out-of-state applicants shall be eligible for Washington career and technical education certificates if they meet the standards in chapter 181-77 WAC or as follows: Candidates who apply for a career and technical education certificate who have not successfully completed course work or an in-service program including a minimum of ten clock hours of instruction on issues of abuse, must complete such course work or in-service program as a condition of the issuance of a career and technical education certificate. The content of the course work or in-service program is as described in WAC 181-79A-030.

(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 an 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 181-79A-150(4);

(c) Holds an appropriate career and technical education certificate issued by another state and had practiced at the P-12 level in that respective role outside the state of Washington for three years and has completed competency-based teacher training.

(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.410.220. WSR 18-21-070, § 181-77-120, filed 10/11/18, effective 11/11/18. Statutory Authority: RCW 28A.410.210. WSR 06-14-010, § 181-77-120, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-120, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010. WSR 04-23-005, § 180-77-120, filed 11/4/04, effective 12/5/04. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-120, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 01-18-043, § 180-77-120, filed 8/29/01, effective 9/29/01; WSR 98-01-026, § 180-77-120, filed 12/8/97, effective 1/8/98; WSR 97-04-085, § 180-77-120, filed 2/5/97, effective 3/8/97; WSR 95-12-056, § 180-77-120, filed 6/2/95, effective 7/3/95.]

**WAC 181-77-122 Appeal procedures.** Career and technical education certification candidates who apply directly to the superintendent of public instruction for a certificate, certificate renewal, or certificate reinstatement and whose application is denied shall be entitled to appeal that decision in accordance with the appeal procedures in chapter 181-86 WAC.

[Statutory Authority: RCW 28A.410.210. WSR 06-14-010, § 181-77-122, filed 6/22/06, effective 7/23/06. WSR 06-02-051, recodified as § 181-77-122, filed 12/29/05, effective 1/1/06. Statutory Authority: RCW 28A.410.010 and 28A.305.130 (1) through (4). WSR 02-04-018, § 180-77-122, filed 1/24/02, effective 2/24/02. Statutory Authority: RCW 28A.410.010. WSR 99-01-172, § 180-77-122, filed 12/23/98, effective 1/23/99; WSR 95-12-056, § 180-77-122, filed 6/2/95, effective 7/3/95.]