

Title 180 WAC
EDUCATION, BOARD OF

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Chapter 180-16 WAC**STATE SUPPORT OF PUBLIC SCHOOLS****WAC**

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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.

[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 180-16-221 Assignment of classroom teachers within districts. In addition to holding teaching permits or certificates as required by WAC 180-16-220(2), the assignment of classroom teachers in the basic program of education, effective August 31, 1987, shall comply with the following:

(1) Classroom teachers specified below may be assigned to any grade or subject areas for which certification is required.

(a) Classroom teachers with continuing certificates issued pursuant to WAC 180-79-060 if such teachers were eligible for such certificates prior to August 31, 1987, and such certificates were applied for prior to July 1, 1988 or if such teachers would have been eligible for such certificate prior to August 31, 1987, but for one of the three-year experience requirement and such experience is completed and the certificate is applied for prior to August 31, 1988;

(b) Classroom teachers with standard certificates issued or reinstated pursuant to WAC 180-80-215;

(c) Classroom teachers with provisional certificates issued, reissued, or reinstated pursuant to WAC 180-80-210 and who have completed a ninety school day assignment as a classroom teacher;

(d) Classroom teachers whose standard certificate has been converted pursuant to WAC 180-79-045 to a continuing certificate;

(e) Classroom teachers with initial certificates issued, reissued, or reinstated pursuant to WAC 180-80-705 and who have completed a ninety school day assignment as a classroom teacher;

(f) Classroom teachers with continuing certificates issued or reinstated pursuant to WAC 180-80-705.

(2) Classroom teachers specified below may be assigned only to the specified grades and specified subject areas stated as endorsements upon their respective certificates or permits.

(a) Classroom teachers with continuing certificates issued pursuant to WAC 180-79-060 after August 31, 1987, unless such teachers were eligible for such certificates prior to August 31, 1987, and applied for such certificates prior to July 1, 1988 or unless such teachers would have been eligible for such certificates prior to August 31, 1987, but for one of the three-year experience requirement and such experience is completed and the certificates are applied for prior to August 31, 1988;

(b) Classroom teachers with initial certificates issued pursuant to WAC 180-79-060 and immigrant alien and temporary permits;

(c) Classroom teachers with provisional certificates issued pursuant to WAC 180-80-210 and who have not completed a ninety school day assignment as a classroom teacher;

(d) Classroom teachers with initial certificates issued pursuant to WAC 180-80-705 and who have not completed a ninety school day assignment as a classroom teacher.

(3) For the purpose of this section, the term "specified grades" shall mean any grade preschool through twelve specified by the classroom teacher's endorsement. In the event the teacher is assigned to an ungraded classroom, the chronological age of such students shall be converted for the purpose of compliance with this section to the grade level such students would have been assigned but for the ungraded classroom assignment.

(4) For the purpose of this section, the term "specified subject areas" shall mean courses or classes with the same subject area title as specified by the classroom teachers endorsement and courses or classes which the board of directors of the district determines to substantially include the same subject area as the endorsement—e.g., a classroom teacher with a health endorsement may be assigned to any course, regardless of course title, which substantially includes health as the subject area.

(5) Exceptions to the assignment requirements of subsection (2) of this section must comply with WAC 180-16-222.

(6) School district compliance with this section shall be subject to the state staff review process specified in WAC 180-16-195(2).

[Statutory Authority: RCW 28A.70.005, 87-12-040 (Order 9-87), § 180-16-221, filed 6/1/87. Statutory Authority: RCW 28A.58.754(6), 86-13-015 (Order 5-86), § 180-16-221, filed 6/10/86.]

WAC 180-16-223 Temporary out-of-endorsement assignment criteria. In order for a temporary out-of-endorsement assignment for a classroom teacher to comply with the basic education approval standards, the board of directors of the district must comply with the following:

(1) The board of directors of the district must make one or more of the following factual determinations:

(a) The district was unable to recruit a teacher with the proper endorsement.

(b) The need for a teacher with such an endorsement could not have been reasonably anticipated and the recruitment of such a classroom teacher at the time of assignment was not reasonably practicable.

(c) The reassignment of another teacher within the district with the appropriate endorsement to such assignment would be unreasonably disruptive to the current assignments of other classroom teachers or would have an adverse effect on the educational program of the students assigned such other classroom teachers.

(d) The district has a surplus of teachers with endorsements in specified grade levels or subject areas and it is necessary to reassign such teachers in whole or part in order to avoid adversely affecting such teachers' contract status.

(2) The teacher assigned to the out-of-endorsement grade level or subject area must meet the following requirements:

(a) The teacher so assigned must have at least two full school years of classroom teaching experience and must not have been placed on probation pursuant to RCW 28A.67.065 during the last two school years.

(b) The teacher so assigned must have completed six semester hours or nine quarter hours of course work which are applicable to an endorsement in the out-of-endorsement grade level or subject area.

(3) The board of directors of the district shall comply with the following conditions:

(a) Prior to the assignment of the out-of-endorsement grade level or subject area, or as soon as reasonably practicable thereafter, but in no event beyond twenty school days after the commencement of the assignment, if the assignment was not reasonably foreseeable, a designated representative of the district and the classroom teacher so assigned shall mutually develop a written plan which provides necessary assistance to the teacher so assigned and which provides for a reasonable amount of planning and study time associated specifically with the out-of-endorsement classroom assignment.

(b) No classroom teacher shall be assigned in any one semester or trimester to more than one preparation in one out-of-endorsement grade level or subject area and for no more than two periods of not more than sixty minutes each per day unless the school building in which such teacher is assigned has a preexisting policy of assigning classroom teachers to "block programs," which for the purpose of this section shall be defined as the same teacher assigned to teach two or more subject areas to the same group of students. However, in order to be eligible for assignment to block programs, the teacher so assigned must be endorsed in one of the subject areas within the block program and must meet the criterion in subsection (2)(b) of this section in each of the additional subject areas within the block program.

(c) Any observation conducted in the out-of-endorsement grade level or subject area will not be utilized by the district as evidence to support probation of the

teacher so assigned pursuant to RCW 28A.67.065 or nonrenewal of such teacher pursuant to RCW 28A.67.070.

(d) A second or third year assignment to an out-of-endorsement grade level or subject area will be made only pursuant to WAC 180-16-224 and in no case will the teacher be assigned to the same out-of-endorsement grade level or subject area during more than three school years at any time in which the teacher serves within the same school district; hence, this provision applies to assignments in consecutive or nonconsecutive school years.

(4) The board of directors shall submit to the office of superintendent of public instruction as part of its annual report required by WAC 180-16-195, a list which indicates all assignments for the previous school year in out-of-endorsement grade levels or subject areas. Such list shall include:

(a) The name and certification number of each teacher so assigned, the out-of-endorsement grade levels or subject areas and the number of such periods taught by such teacher, and the dates upon which such assignment(s) commenced and concluded.

(b) The reason for each such assignment.

(c) The reason why the particular teacher was selected for the out-of-endorsement grade level or subject area.

(d) A dated copy of each plan of assistance required pursuant to WAC 180-16-223 (3)(a). Such copy shall not contain any personal information the disclosure of which would violate the named teacher's right to privacy pursuant to RCW 42.17.310(b).

(e) An assurance that each such assignment was made in compliance with WAC 180-16-221 through 180-16-224.

(5) *Provided*, That the provisions of subsections (2)(a) and (b) and (3)(b) of this section shall be waived for a period of three consecutive school years for each proposed out-of-endorsement assignment by the state board of education if:

(a) The board of directors of the school district adopts a resolution for each proposed out-of-endorsement assignment which states that the district has made a good faith effort to comply with the provision(s) for which it is requesting a waiver. Such resolution must recite the actions that the school district has taken to comply. Upon adoption and transmission of such resolution to the superintendent of public instruction, the district shall be authorized to assign each such classroom teacher affected to the proposed out-of-endorsement assignment until the state board of education makes its determination under (c) of this subsection.

(b) The superintendent of public instruction presents the resolution at a meeting of the state board of education and documents to the board the stated efforts of the district.

(c) The state board of education determines, based on the evidence received, that a good faith effort to comply has been made.

[Statutory Authority: RCW 28A.58.754(6), 88-08-045 (Order 9-88), § 180-16-223, filed 4/4/88; 86-13-015 (Order 5-86), § 180-16-223, filed 6/10/86.]

Chapter 180-24 WAC SCHOOL DISTRICT ORGANIZATION

WAC

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DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 180-24-005 Changes in organization and extent of school districts—Regulatory provisions pursuant to chapter 28A.57 RCW. [Order 8-70, § 180-24-005, filed 6/9/70; SBE 24-4-1, filed 12/17/64, effective 1/18/65.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).
- 180-24-010 Changes in organization and extent of school districts—Guidelines for county committees—General. [Order 8-70, § 180-24-010, filed 6/9/70; SBE 24-4-20 (part), filed 12/17/64, effective 1/18/65; Regulation 1, filed 3/24/60, adopted 12/9/55, amended 5/26/56.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).
- 180-24-015 Changes in organization and extent of school districts—Planning organizational improvements. [Order 8-70, § 180-24-015, filed 6/9/70; SBE 24-4-20 (part), filed 12/17/64, effective 1/18/65; Regulations 2-6, filed 3/24/60, adopted 12/9/55, amended 5/26/56.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).
- 180-24-020 Changes in organization and extent of school districts—Principles and policies governing state assistance in providing school facilities as related to school district organization. [Order 8-70, § 180-24-020, filed 6/9/70; SBE 24-4-201, filed 12/17/64, effective 1/18/65.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).
- 180-24-025 Changes in organization and extent of school districts—Administrative procedures. [Order 8-70, § 180-24-025, filed 6/9/70; SBE 24-4-30 and 24-4-31, filed 12/17/64, effective 1/18/65.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).
- 180-24-030 Changes in organization and extent of school districts—Glossary of terms. [Order 8-70, § 180-24-030, filed 6/9/70; SBE 24-4-4, filed 12/17/64, effective 1/18/65.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).
- 180-24-100 Rules for classification of school districts. [Order 8-70, § 180-24-100, filed 6/9/70. Prior: SBE 24-8-1, 24-8-20, 24-8-21, 24-8-22, and 24-8-23, filed 3/29/65, effective 4/29/65; WAC 180-56-015 and 180-56-060, Rules (part), filed 3/24/60.] Repealed by 87-04-059 (Order 1-87), filed 2/4/87. Statutory Authority: RCW 28A.04.120(9).

WAC 180-24-003 Authority. The general authority for this chapter is RCW 28A.04.120(9) which authorizes the state board of education to carry out powers and duties relating to the organization and reorganization of school districts under chapter 28A.57 RCW. This authority is supplemented by the following specific statutes:

(1) RCW 28A.04.130 which requires the state board of education to prescribe regulations governing the classification and numbering system of school districts;

(2) RCW 28A.57.055 which authorizes the state board of education to establish standards and considerations to be utilized by regional committees and the state board of education for approval of proposals for changes in the organization of school districts, including any equitable adjustment of the assets and liabilities of the districts involved in the reorganization;

(3) RCW 28A.57.032 which empowers the state board of education to establish regulations for the conduct of elections for membership on regional committees.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-003, filed 2/4/87.]

WAC 180-24-005 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-007 Purpose. The purpose of this chapter is to set forth policies and procedures of the state board of education related to the implementation of its authority pursuant to chapter 28A.57 RCW, Organization and reorganization of school districts, and its related authority within RCW 28A.04.130 pertaining to the classification and numbering of school districts.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-007, filed 2/4/87.]

WAC 180-24-008 Constitutional and statutory framework. Under the constitutional framework and the laws of the state of Washington, local school districts are political subdivisions of the state and, consequently, the organization of such districts—including the powers, duties, and boundaries thereof—may be altered or abolished by laws of the state of Washington. Current laws provide three alternative methods for changing district boundaries. They are:

(1) Consolidation of existing districts into a new district, pursuant to RCW 28A.57.170, which requires ratification by a majority of the registered voters within each district affected by the consolidation proposal;

(2) Transfer of territory from one district to another, pursuant to RCW 28A.57.180, and which requires ratification by a majority of the registered voters within the area to be transferred only if ten percent or more of the common school population within the district of the territory proposed to be transferred are affected;

(3) Dissolution and annexation of a district to one or more contiguous districts under conditions stated in RCW 28A.57.190 and 28A.57.200. Such conditions may require dissolution and annexation or may require the regional committee to give consideration to such action; but, in either case, no ratification by the registered voters within the dissolved school district is required.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-008, filed 2/4/87.]

WAC 180-24-010 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-013 State policy—The preferred four-part test. The state board of education is vested

with the final administrative power and duty to judge and approve or disapprove recommended changes in the organization and extent of school districts as defined in RCW 28A.57.020 (hereafter referred to as a change in school district organization). Prior to acting upon a recommended change in school district organization, the state board of education shall consider the regional committee report required by WAC 180-24-115. No single consideration or combination of considerations necessarily warrants a change in school district organization. It, however, shall be the policy of the state board of education to favor those recommended changes in school district organization which in the board's judgment meet the following four-part test:

(1) Part one—Geographic accessibility. The first part of the test is that a recommended change in school district organization involves populated areas, and either (a) the area recommended for transfer from one school district to another is significantly more geographically accessible for school program purposes to the school district to which transfer is proposed, or (b) in the case of a recommended annexation or consolidation, the area or areas of the proposed enlarged or new district or districts taken as a whole is generally geographically accessible for school program purposes.

Whether or not geographic accessibility warrants a favorable consideration of a recommended change in school district organization shall be judged based upon the factors set forth in WAC 180-24-016.

(2) Part two—Significant detrimental effects, if any, on operational efficiency. The second part of the test is that at a minimum the recommended change in school district organization is not likely to have a significant detrimental effect upon the operational efficiency of any affected school district.

The likely effects of a recommended change in school district organization upon the operational efficiency of the affected school districts shall be judged based upon the factors set forth in WAC 180-24-017.

Part two of the test involves a minimum or threshold consideration respecting operational efficiency, and is not intended to disregard the desirability of effecting improvements in the organization and operation of school districts above and beyond a significant increase in geographic accessibility. Accordingly, the likely positive effects upon operational efficiency shall also be judged in accordance with the third part of the test.

(3) Part three—Overall satisfactory improvement in the school system. The third part of the test is that the likely positive and negative effects of a recommended change in school district organization respecting (a) geographic accessibility and (b) operational efficiency taken as a whole provide for a satisfactory improvement in the school district system of the counties and the state.

Part three of the test involves a judgmental weighing of the various degrees of the likely positive and negative effects of a recommended change in school district organization. In making this judgment the state board of education may consider such additional matters as the state board deems pertinent including, but not limited to,

the region involved, the state's instructional and building programs, and economic patterns.

(4) Part four—Equitable adjustment of assets and liabilities. If the recommended change in school district organization necessarily involves a consideration of an adjustment in school district assets and liabilities, the fourth part of the test is that an equitable adjustment of assets and liabilities is provided for.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-013, filed 2/4/87.]

WAC 180-24-015 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-016 Factors pertaining to geographic accessibility. The matter of geographic accessibility generally involves a consideration of the extent to which two or more areas are, or are not, compatible in terms of travel to and from the areas. The following factors shall be considered in judging whether or not a recommended change in school district organization meets the first part of the test set forth in WAC 180-24-013:

(1) Mountains, hills, valleys, waste land, and related geographic and man-made features which either enhance or impede travel;

(2) Rivers, lakes, canals, and other natural or man-made waterways and bodies of water which either enhance or impede travel;

(3) The extent and nature of roads, highways, ferries, and traffic patterns;

(4) Climatic conditions; and

(5) The time required to travel to and from school.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-016, filed 2/4/87.]

WAC 180-24-017 Factors pertaining to operational efficiency. The following factors shall be considered in judging pursuant to the second and third parts of the test set forth in WAC 180-24-013 the likely positive and negative effects of a recommended change in school district organization upon operational efficiency:

(1) The total and per pupil assessed property valuations of the affected school districts;

(2) The current and anticipated tax rates of the affected school districts for maintenance and operation, and capital bond retirement purposes;

(3) The extent the recommended change would reduce or increase a disparity in assessed property valuations as between the affected school districts;

(4) Equalization of the burden of financing the cost of high school facilities through the extension of a high school district's boundaries to include territory of a non-high district served by the high school districts;

(5) The extent the recommended change would potentially reduce or increase the individual and aggregate transportation costs of the affected school districts;

(6) The likely effects of the recommended change upon the existing basic education program offerings of the affected school districts, including related services, equipment, materials, and supplies;

(7) The likely effects of the recommended change upon the utilization of existing school buildings, sites, and playfields;

(8) The potential the recommended change would provide for the consolidation of programs into fewer schools and the closure of existing schools;

(9) The likely effects of the recommended change upon the existing or foreseeable needs of the affected school districts for the modernization or construction of facilities; and

(10) The likely effects of the recommended change upon economies in the administration and operation of the affected school districts due to the size of administrative units and areas of attendance.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-017, filed 2/4/87.]

WAC 180-24-020 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-021 Statutory framework for implementation of modification in school district organization. The provisions of chapter 28A.57 RCW govern the procedures for modification of school district organization. Key provisions of that chapter regarding the allocation of responsibility are:

(1) RCW 28A.57.050 which sets forth the powers and duties of regional committees to:

(a) Approve proposals for organization which provide for the satisfactory improvements in the school district system;

(b) Make proposals for the equitable adjustment of assets and liabilities of districts affected by the organization proposal; and

(c) Hold hearings on the above proposals.

(2) RCW 28A.57.110 which requires the superintendent of public instruction to provide personnel to assist the regional committees in the performance of their respective duties.

(3) RCW 28A.57.060 which requires the state board of education to judge whether proposals for organization are satisfactory and/or whether proposals for adjustment of assets and liabilities are equitable.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-021, filed 2/4/87.]

WAC 180-24-025 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-080 Notification to superintendent of public instruction of regional committee meetings. The secretary of each regional committee—i.e., the educational service district superintendent—shall notify the superintendent of public instruction of all meetings of the regional committee called pursuant to RCW 28A.57.040 and all proposals pursuant to RCW 28A.57.050.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-080, filed 2/4/87.]

WAC 180-24-100 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-24-101 Organizational impact statement—Requirement. Prior to action by the regional committee to recommend approval, to reject or to revise a proposal for consolidation, transfer of territory, or dissolution and annexation, the superintendent of public instruction shall assist the regional committee, pursuant to WAC 180-24-102, in preparing an organizational impact statement which addresses each of the considerations noted in WAC 180-24-016 and 180-24-017.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-101, filed 2/4/87.]

WAC 180-24-102 Regional committee responsibility—Assistance of superintendent of public instruction. Pursuant to WAC 180-24-101, the superintendent of public instruction shall assist the regional committees with the following:

(1) Providing technical advice;

(2) Preparing the organizational impact statement which addresses each of the considerations noted in WAC 180-24-016 and 180-24-017;

(3) Preparing findings of fact and conclusions; and/or

(4) Other support that the superintendent of public instruction deems necessary.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-102, filed 2/4/87.]

WAC 180-24-110 Organizational impact statement—Format. The organizational impact statement required by WAC 180-24-101 shall address for each of the considerations enumerated in WAC 180-24-016 and 180-24-017 the following questions:

(1) Is there sufficient evidence to determine with reasonable certainty, the positive and negative effects of the proposal organization as related to the stated consideration?

(2) If yes, what are those positive and/or negative effects?

(3) What significance do the positive and/or negative effects have on the determination of whether the proposed organization makes a satisfactory improvement in the school district system?

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-110, filed 2/4/87.]

WAC 180-24-112 Adjustment of assets and liabilities considerations. Upon determination that a change in school organization should be recommended to the state board of education, the regional committee shall consider the following factors in preparing its recommendations for an equitable adjustment in the assets and liabilities of the districts affected:

(1) The number of children of school age resident in and the assessed valuation of the property located in each school district and in each part of a district involved or affected.

(2) The purpose for which the bonded indebtedness of any district was incurred.

(3) The history and relationship of the property affected to the students and communities affected.

(4) The value, location, and disposition of all improvements located in the school districts involved or affected.

(5) Additional burdens to the districts affected as a result of the proposed organization.

(6) Any other equitable factor, in addition to factors noted above, which would cause the regional committee to adjust the assets and liabilities of the districts affected by other than a formula approach based on students affected and assessed valuation involved.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-112, filed 2/4/87.]

WAC 180-24-115 Report of regional committee to state board of education. Upon conclusion of the regional committee's favorable consideration for a change in the organization and extent of school districts, the regional committee shall transmit to the state board of education a report which contains all information required by RCW 28A.57.050 and the following additional information:

(1) The factual basis as to why the regional committee concluded that the proposed change in organization made a satisfactory improvement in the school district system;

(2) The factual basis as to why the regional committee concluded that the proposed adjustment in the assets and liabilities of the school districts affected would be equitable;

(3) A list of the public hearings held to consider the aforementioned proposals;

(4) A copy of the organizational impact statement required by WAC 180-24-101.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-115, filed 2/4/87.]

WAC 180-24-120 Superintendent of public instruction review of regional committee proposals. Reports of regional committees, pursuant to WAC 180-24-115, shall be reviewed by the superintendent of public instruction for compliance with the provisions of this chapter. The superintendent of public instruction shall present to the state board of education the results of such review as well as recommended action to be taken by the state board of education in response to the regional committee's report. The superintendent of public instruction's recommendations shall be made prior to final action by the state board of education pursuant to RCW 28A.57.060.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-120, filed 2/4/87.]

WAC 180-24-125 State board of education standards for determining whether a regional committee report for organization is satisfactory. The considerations to be utilized by the state board of education in determining whether or not to approve the recommendation of a regional committee pursuant to RCW 28A.57.060 shall include but not be limited to the following:

(1) Compliance by the regional committee with the applicable provisions of chapter 28A.57 RCW and the implementing regulations of the state board of education;

(2) Sufficiency of the factual basis reported by the regional committee for its conclusion that the proposed change in the organization made a satisfactory improvement in the school system;

(3) Validity of the conclusion by the regional committee that the factual basis supported a conclusion that the proposed change in organization made a satisfactory improvement in the school district system.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-125, filed 2/4/87.]

WAC 180-24-130 State board of education standards for determining whether a regional committee report for adjustment of assets and liabilities is equitable. The considerations to be utilized by the state board of education in determining whether a regional committee report for adjustment of assets pursuant to RCW 28A.57.060 and liabilities is equitable include but are not necessarily limited to the following:

(1) Compliance by the regional committee with the applicable provisions of chapter 28A.57 RCW, particularly the equity considerations stated in RCW 28A.57.050(2), and the implementing regulations of the state board of education;

(2) Sufficiency of the factual basis reported by the regional committee for its conclusion that the proposed plan for adjustment of assets and liabilities is equitable;

(3) Validity of the conclusion by the regional committee that the factual basis supported a conclusion that the proposed plan for the adjustment of assets and liabilities is equitable.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-130, filed 2/4/87.]

WAC 180-24-140 Disapproval action by state board of education. If the state board of education, pursuant to RCW 28A.57.060, judges that the regional committee's proposal for a change in the organization and extent of districts is unsatisfactory or that its proposal for adjustment of assets and liabilities is inequitable, the state board of education shall state the reasons for its action and return the proposal to the regional committee pursuant to RCW 28A.57.060. In the event the proposal is rejected a second time by the state board of education following its resubmission, the rejection shall be final unless otherwise qualified by the board.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-140, filed 2/4/87.]

WAC 180-24-200 Numbering system of school districts. (1) **Authority for rules.** Pursuant to authority contained in RCW 28A.04.130, the state board of education hereby establishes the rules and regulations hereinafter set forth to govern the numbering system of school districts.

(2) **Intent.** It is the intent of the state board of education to establish a procedure by which school districts

which currently have duplicate numbers and all new or consolidated districts may have the opportunity, consistent with these rules, to obtain a unique number.

(3) **New or consolidated school district.** Each proposal for the formation of a new school district when submitted to the state board of education for consideration shall be assigned a unique number by the superintendent of public instruction. In the event such proposal fails to receive state board approval or is rejected by the voters, the unused number shall remain available for reassignment.

(4) **Renumbering of school districts to eliminate duplication.** Application for renumbering of a school district to eliminate duplication shall be made by the superintendent of the school district concerned to the superintendent of public instruction, a copy of which shall be submitted to the educational service district superintendent for his information. Assignment of a unique number shall be made by the superintendent of public instruction.

(5) **Exception to rules.** In accordance with RCW 28A.57.150, the educational service district superintendent has the authority to designate the number in case of the incorporation of a city or town containing territory lying in two or more school districts or of the uniting of two or more cities or towns not located in the same school district, except where the incorporation or consolidation would affect a district or districts of the first class.

(6) **Superintendent of public instruction to administer numbering system.** Consistent with the regulations heretofore set forth and pursuant to RCW 28A.03.030, the superintendent of public instruction hereby is authorized to act for the state board of education in the numbering and/or renumbering of school districts and to establish a procedure for administration of the numbering system.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-200, filed 2/4/87; Order 2-72, § 180-24-200, filed 6/27/72.]

WAC 180-24-300 Election of regional committee members--Applicable provisions. The provisions of WAC 180-24-300 through 180-24-380 shall apply to the election of regional committee members.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-300, filed 2/4/87.]

WAC 180-24-305 Election of regional committee members--Election officer. In accordance with RCW 28A.57.032, the educational service district superintendent shall serve as the election officer for the coordination and conduct of the election of members of the respective regional committees of the educational service districts.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-305, filed 2/4/87.]

WAC 180-24-310 Election of regional committee members--Annual elections. Elections for members of regional committees shall be conducted annually within the time periods noted in WAC 180-24-312 through

180-24-380. Following the election of the initial regional committees in 1985, the regular annual election of regional committee members for five-year terms shall be conducted for the following positions in the years specified and every five years thereafter: 1986, position number five; 1987, positions number four and nine; 1988, positions number three and eight; 1989, positions number two and seven; and, 1990, positions number one and six.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-310, filed 2/4/87.]

WAC 180-24-312 Election of regional committee members--Tentative certification of electors. On September twenty-first of each year or if such date is a Saturday, Sunday, or holiday the state working day immediately preceding such date, the educational service district superintendent shall certify a tentative list of electors consisting of all persons eligible to vote, per RCW 28A.57.032, if the election were held on that date.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-312, filed 2/4/87.]

WAC 180-24-315 Election of regional committee members--Call for election--Regional committee members. On or before September twenty-fifth of each year, the educational service district superintendent shall call for an election for the purpose of electing members of the regional committee for those positions whose term of office expires in January of the following year. Such notice shall be sent to each eligible voter and shall contain instructions and a copy of the pertinent rules and regulations for the conduct of the election.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-315, filed 2/4/87.]

WAC 180-24-320 Election of regional committee members--Candidates--Eligibility--Filing. (1) Eligibility. A person is eligible to be a candidate for membership on the regional committee if he or she is a registered voter and a resident of the committee member district for which the candidate files. Eligibility, due to other service, is restricted pursuant to RCW 28A.57.031.

(2) Forms for filing. A person who desires to be a candidate shall complete:

(a) The declaration of candidacy and affidavit form provided for in WAC 180-24-325; and

(b) The biographical data form provided for in WAC 180-24-327: *Provided*, That a declarant may elect not to submit biographical data.

(3) Filing period. The filing period for candidates for a position on a regional committee is from October first through October fifteenth. Any declaration of candidacy that is not received by the educational service district superintendent on or before 5:00 p.m. October fifteenth shall not be accepted and such a declarant shall not be a candidate: *Provided*, That any declaration that is post-marked on or before midnight October fifteenth and received by mail on or before 5:00 p.m. October twentieth shall be accepted: *Provided further*, That any declaration

received pursuant to the United States mail on or before 5:00 p.m. October twentieth that is not postmarked or legibly postmarked shall also be accepted.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-320, filed 2/4/87.]

WAC 180-24-325 Election of regional committee members--Declaration and affidavit of candidacy form. The declaration and affidavit of candidacy which each candidate is required to substantially complete and to file as a condition to having his or her name placed on an official ballot shall be as follows:

I, -----, solemnly swear (or affirm): That I reside within the boundary of Educational Service District No. ---, within the boundary of regional committee member district No. ---, and am a registered voter of the same regional committee member district; That I am aware that, if elected, I cannot concurrently serve as the superintendent of public instruction, a member of the state board of education, an educational service district superintendent, a member of a board of directors of a school district, a member of an educational service district board, a member of a governing board of either a private school or a private school district which conducts any grades kindergarten through twelve, an officer appointed by any such governing board, an employee of a school district, an employee of an educational service district, an employee of the office of the superintendent of public instruction, an employee of a private school, or an employee of a private school district; and That I hereby declare myself a candidate for membership on Educational Service District No. --- Regional Committee on school district organization for a term of five years beginning the second Monday in January, 19..., subject to the election to be held pursuant to law and I request that my name be listed on the ballot therefor.

Further, I solemnly swear (or affirm) that I will support the Constitution and laws of the state of Washington.

(Signed) _____
Address: _____

SUBSCRIBED and sworn (or affirmed) to before me this ___ day of -----, 19....

NOTARY PUBLIC in
and for the state
of Washington, residing
at _____

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-325, filed 2/4/87.]

WAC 180-24-327 Election of regional committee members--Biographical data form. The educational service district superintendent shall provide a biographical data form not exceeding two letter size typewritten pages in length which each candidate may complete. Completed forms submitted to the educational service district superintendent by a candidate must be camera ready. Biographical data forms shall be reproduced as

submitted and distributed by the superintendent with the ballots to each voter. The biographical data form shall require no more information from the candidate than the candidate's name and address and the regional committee district number for which the candidate is filing.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-327, filed 2/4/87.]

WAC 180-24-330 Election of regional committee members--Withdrawal of candidacy. Any candidate may withdraw his or her declaration of candidacy by delivering a written, signed and notarized statement of withdrawal to the educational service district superintendent on or before 5:00 p.m. October twentieth. A candidate's failure to withdraw as prescribed above shall result in the inclusion of the candidate's name on the appropriate election ballot.

A regional committee member district position shall be stricken from the ballot if no candidate files for the position within the timelines specified in WAC 180-24-320.

Board-member district positions which become vacant after the call of election specified in WAC 180-24-315 shall be filled by appointment by the regional committee pursuant to RCW 28A.57.033 and the appointee shall serve until his or her successor has been elected at the next election called by the educational service district superintendent.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-330, filed 2/4/87.]

WAC 180-24-335 Election of regional committee members--Certification of electors. The list of eligible voters as authorized by RCW 28A.57.032(3) shall remain open for changes and deletions until 5:00 p.m. October twenty-sixth or, in the event such date is a Saturday, Sunday, or holiday, until 5:00 p.m. the working day immediately following such date. The educational service district superintendent as soon thereafter as is practical shall certify the list of electors.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-335, filed 2/4/87.]

WAC 180-24-340 Election of regional committee members--Ballots--Contents. Ballots shall be prepared by the educational service district superintendent. The ballot for each position subject to election pursuant to this chapter shall contain the names of each candidate eligible for the particular position. There shall be a separate listing of the candidates for each regional committee member district open in the particular educational service district. The educational service district superintendent shall develop voting instructions which shall accompany the ballots.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-340, filed 2/4/87.]

WAC 180-24-345 Election of regional committee members--Ballots and envelopes--Mailing to voters. (1) On or before November first ballots shall be mailed to voters together with two envelopes to be used for voting.

The outer and larger envelope (i.e., official ballot envelope) shall:

- (a) Be labeled "official ballot";
- (b) Be preaddressed with the educational service district superintendent as addressee;
- (c) Have provision for prepaid postage; and
- (d) Have provision for the identification of the voter, mailing address, his or her school district, and educational service district.

The inner and smaller envelope shall be unlabeled and unmarked.

(2) One ballot and two envelopes to be used for voting purposes and pertinent instructions for voting purposes shall be mailed to each member of a public school district board of directors as certified by the educational service district superintendent pursuant to WAC 180-24-335.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-345, filed 2/4/87.]

WAC 180-24-350 Election of regional committee members—Voting—Marking and return of ballots. (1) The election shall be conducted in strict accordance with the requirements of RCW 28A.57.032.

(2) Marking of ballots. Each member of a public school district board of directors may vote for one of the candidates in each regional committee district named on his or her ballot by placing an "X" or other mark in the space provided next to the name of a candidate.

(3) Return of ballots. Each member of a public school district board of directors shall complete voting by:

(a) Placing his or her marked official ballot in the smaller, unmarked envelope and sealing the same;

(b) Placing the smaller envelope containing the ballot in the larger preaddressed envelope marked "official ballot" and sealing the same;

(c) If not already designated, completing the following information on the face of the official ballot envelope: Name, mailing address, identification of school district, and educational service district;

(d) Placing the official ballot envelope in the United States mail to the superintendent of the educational service district.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-350, filed 2/4/87.]

WAC 180-24-355 Election of regional committee members—Election board—Appointment and composition. The educational service district board shall annually appoint a three member election board and at least one alternate who shall serve thereon in the absence of a regular member of the election board. Votes cast at elections, conducted pursuant to this chapter shall be counted by the educational service district superintendent or his or her designee and the election board.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-355, filed 2/4/87.]

WAC 180-24-360 Election of regional committee members—Receipt of ballots and count of votes. (1) As

official ballot envelopes are received by the educational service district superintendent, a preliminary determination shall be made as to the eligibility of the voter, and a record shall be made on a list of eligible voters that the voter has voted. Official ballot envelopes not submitted in compliance with this chapter and other envelopes containing ballots shall be set aside for a final review and acceptance or rejection by the election board.

(2) The election board shall convene for the purpose of counting votes after November twenty-first and not later than November twenty-fifth or the next business day if the twenty-fifth falls on a Saturday, Sunday, or legal holiday at a date, time and place designated by the educational service district superintendent. Official ballot envelopes that are accepted by the election board shall be opened, and the inner envelopes containing ballots shall be removed and placed aside, still sealed. The inner envelopes shall then be opened and the votes counted by the election board.

(3) No record shall be made or maintained of the candidate for which any voter cast his or her vote.

(4) Each vote cast shall count as one full vote, and a candidate shall be elected by a majority of the total votes cast for all candidates for the particular position.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-360, filed 2/4/87.]

WAC 180-24-365 Election of regional committee members—Ineligible votes. The following ballots and votes shall be declared void and shall not be accepted:

(1) Votes for write-in candidates;

(2) Votes cast on other than an official ballot provided pursuant to this chapter;

(3) Ballots which contain a vote for more than one candidate in a regional committee member district;

(4) Ballots contained in other than an official ballot envelope provided pursuant to this chapter;

(5) Ballots contained in an official ballot envelope upon which the voter's name is not designated;

(6) Ballots received after 5:00 p.m. November sixteenth: *Provided*, That any ballot that is postmarked on or before midnight November sixteenth and received prior to the initial counting of votes by the election board shall be accepted: *Provided further*, That any ballot received pursuant to the United States mail on or before 5:00 p.m. on November twenty-first that is not postmarked or legibly postmarked shall also be accepted; and

(7) Such other ballots or votes as the election board shall determine to be unidentifiable or unlawful.

[Statutory Authority: RCW 28A.04.120(9), 87-04-059 (Order 1-87), § 180-24-365, filed 2/4/87.]

WAC 180-24-370 Election of regional committee members—Recount of votes cast—Automatic—By request. (1) Automatic. A recount of votes cast shall be automatic if the difference between any two viable candidates for the same position is one vote or less than one percent of votes cast for the position, whichever is greater. For the purpose of this section, the term viable

candidate shall mean any candidate whose election outcome could be changed if the difference noted above were added to his or her total votes.

(2) Upon request. A recount of votes cast shall be afforded any candidate as a matter of right: *Provided*, That the request shall be made in writing and received by the educational service district superintendent within seven calendar days after the date upon which the votes were counted by the election board.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-370, filed 2/4/87.]

WAC 180-24-375 Election of regional committee members—Certification of election. Within ten calendar days after the date upon which the votes were counted, the educational service district superintendent shall officially certify to the superintendent of public instruction the name or names of candidates elected to membership on the regional committee.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-375, filed 2/4/87.]

WAC 180-24-380 Election of regional committee members—Run off elections. If no candidate receives a majority of the votes cast, then, not later than the first day of December, the educational service district superintendent shall call a second election to be conducted in the same manner as the first election and at which the candidates shall be the two candidates receiving the highest and next highest number of votes cast. No vote cast at such second election shall be received for counting if postmarked after the sixteenth day of December, or if not postmarked or the postmark is not legible, if received by mail after 5:00 p.m. of the twenty-first day of December. Votes cast at the second election shall be counted in accordance with WAC 180-24-355, 180-24-360, 180-24-365, and 180-24-370 prior to the second Monday of January next following. The candidate receiving a majority of the votes cast at any such second election shall be declared elected. In the event of a tie in such second election, the candidate elected shall be determined by a chance drawing of a nature established by the educational service district superintendent.

[Statutory Authority: RCW 28A.04.120(9). 87-04-059 (Order 1-87), § 180-24-380, filed 2/4/87.]

Chapter 180-40 WAC PUPILS

WAC
180-40-235 Discipline—Conditions and limitations.

WAC 180-40-235 Discipline—Conditions and limitations. Discipline may be imposed upon any student for violation of the rules of the school district that have been established pursuant to WAC 180-40-225, subject to the following limitations and conditions and the grievance procedure set forth in WAC 180-40-240:

(1) No form of discipline shall be enforced in such a manner as to prevent a student from accomplishing specific academic grade, subject, or graduation requirements.

(2) A student's academic grade or credit in a particular subject or course may be adversely affected by reason of tardiness or absences only to the extent and upon the basis that:

(a) The student's attendance and/or participation is related to the instructional objectives or goals of the particular subject or course, and

(b) The student's attendance and/or participation has been identified by the teacher pursuant to policy of the school district as a basis for grading, in whole or in part, in the particular subject or course.

(3) Corporal punishment consisting of spanking or striking a student shall be administered only in an office or some other area outside the view of other students and only by an authorized employee in the presence of and witnessed by another school district employee. Such witness shall be informed beforehand and in the student's presence of the reason(s) for the infliction of the corporal punishment. For the purpose of this subsection the term "authorized employee" means either:

(a) The student's teacher who holds a valid Washington state teaching certificate and provides instruction to the student; or,

(b) Any other certificated employee who has been authorized in advance by the student's parent or guardian to inflict corporal punishment consisting of spanking or otherwise striking the student.

(4) No cruel and unusual form of corporal punishment shall be inflicted upon any student.

(5) Only reasonable and moderate force shall be applied to a student and no form of corporal punishment shall be inflicted upon the head of a student.

(6) Parents or guardians, upon their request, shall be provided a written explanation of the reason(s) for the infliction of corporal punishment consisting of spanking or otherwise striking a student and the name of the witness who was present at the time the corporal punishment was administered.

COMMENT: This section is not intended to authorize the use of any particular form of discipline or to authorize any particular person to impose discipline; that is the regulatory responsibility of each school district. What this section does consistent with the general purpose of this chapter is impose conditions upon the use of such disciplinary measures as are otherwise authorized or permitted by a school district's rules.

Note also that this section does not completely address the law governing the use or infliction of corporal punishment or physical discipline. For additional information your attention is invited to the following: The case of *Simmons v. Vancouver School Dist.*, 41 Wn. App. 365, 704 P.2d 648 (1985) (the term "corporal punishment" is not limited to spanking a student; it includes any number of forms of physical or bodily punishment); RCW 28A.87.140 (it is a misdemeanor for a teacher to administer unreasonable punishment or to inflict punishment on the head of a student); and, RCW

9A.16.100 (only parents, guardians, and teachers, and such other persons as have been authorized in advance by a child's parent or guardian may lawfully inflict physical discipline upon a child for purposes of restraining or correcting the child; only reasonable and moderate discipline or force may be inflicted; and, certain specified actions are presumed unreasonable and thus unlawful including throwing, kicking, burning, cutting, striking with a closed fist, shaking a child under three, interfering with breathing, threatening with a deadly weapon, and causing greater than transient pain or minor temporary marks.)

[Statutory Authority: RCW 28A.04.132. 87-09-040 (Order 6-87), § 180-40-235, filed 4/14/87; Order 6-77, § 180-40-235, filed 6/2/77, effective 8/1/77.]

**Chapter 180-50 WAC
COURSES OF STUDY AND EQUIVALENCIES**

WAC
180-50-310 Equivalency course of study—Credit for correspondence courses and college courses.

WAC 180-50-310 Equivalency course of study—Credit for correspondence courses and college courses. Each common school district board of directors shall adopt rules governing the acceptance of correspondence or college courses for credit, including high school graduation credit. Such rules shall limit acceptance to courses from approved schools or institutions and shall be available upon request for review by students, parents, the public, and representatives of the superintendent of public instruction. The following are approved schools:

- (1) Schools that are members of the National University Continuing Education Association or accredited by the National Home Study Council;
- (2) Community colleges, vocational-technical institutes, four-year colleges and universities, and approved private schools in Washington state; and
- (3) Other schools or institutions which are approved, after evaluation of a particular course offering, by the school district.

[Statutory Authority: RCW 28A.04.120(6). 88-01-108 (Order 17-87), § 180-50-310, filed 12/22/87. Statutory Authority: RCW 28A.04.120 (6) and (8). 84-21-004 (Order 12-84), § 180-50-310, filed 10/4/84.]

**Chapter 180-51 WAC
HIGH SCHOOL GRADUATION REQUIREMENTS**

WAC
180-51-060 Minimum subject areas for high school graduation.
180-51-062 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-51-062 Fine, visual, or performing arts requirement. [Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-062, filed 6/5/85.] Repealed by

88-01-109 (Order 18-87), filed 12/22/87. Statutory Authority: RCW 28A.05.062 and 28A.05.064.

WAC 180-51-060 Minimum subject areas for high school graduation. The minimum subject areas and credits therein shall be:

| SUBJECT | CREDIT |
|---|--------|
| English | 3 |
| Mathematics | 2 |
| Science | 2 |
| Social Studies | 2 1/2 |
| United States History and Government | (1) |
| Washington State History and Government | (1/2)* |
| Contemporary World History, Geography, and Problems | (1)* |
| Occupational Education | 1 |
| Physical Education | 2 |
| Restricted Elective | ** 1 |

*See WAC 180-51-075 for equivalencies.

**This one credit requirement must be selected from fine, visual, or performing arts or any of the subject areas listed above.

| | |
|-----------|-------|
| Electives | 5 1/2 |
| Total | 19 |

The minimum elective credits shall be met by additional courses in the required subject areas, by specific local district requirements, or by any course offered pursuant to WAC 180-50-115.

[Statutory Authority: RCW 28A.05.062 and 28A.05.064. 88-01-109 (Order 18-87), § 180-51-060, filed 12/22/87. Statutory Authority: RCW 28A.05.060. 85-12-041 (Order 12-85), § 180-51-060, filed 6/5/85. Statutory Authority: Chapter 28A.05 RCW. 84-11-049 (Order 7-84), § 180-51-060, filed 5/17/84.]

WAC 180-51-062 Repealed. See Disposition Table at beginning of this chapter.

**Chapter 180-56 WAC
SECONDARY EDUCATION**

WAC
180-56-400 Repealed.
180-56-405 Repealed.
180-56-410 Repealed.
180-56-415 Repealed.
180-56-420 Repealed.
180-56-425 Repealed.
180-56-430 Repealed.
180-56-435 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

180-56-400 Basic policy. [Order 1-74, § 180-56-400, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.
180-56-405 Purposes. [Order 6-76, § 180-56-405, filed 6/1/76; Order 1-74, § 180-56-405, filed 3/19/74.] Repealed

- 180-56-410 by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135. Definitions. [Order 1-74, § 180-56-410, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.
- 180-56-415 Applications—Establishment of substantial and warranted reason—Administration by school districts. [Order 1-74, § 180-56-415, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.
- 180-56-420 Appeals. [Order 1-74, § 180-56-420, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.
- 180-56-425 Applications—Testing—Award of certificates of educational competence. [Order 1-74, § 180-56-425, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.
- 180-56-430 Issuance of certificates—Minimum test scores. [Order 1-74, § 180-56-430, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.
- 180-56-435 State committee. [Order 1-74, § 180-56-435, filed 3/19/74.] Repealed by 89-01-037 (Order 22-88), filed 12/14/88. Statutory Authority: RCW 28A.04.135.

WAC 180-56-400 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-405 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-410 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-415 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-420 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-425 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-430 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-56-435 Repealed. See Disposition Table at beginning of this chapter.

Chapter 180-57 WAC

SECONDARY EDUCATION—STANDARDIZED HIGH SCHOOL TRANSCRIPT

- WAC 180-57-050 Grade reporting and calculation system.

WAC 180-57-050 Grade reporting and calculation system. The standardized high school transcript shall report the marks/grades earned by students in courses as follows; provided, that there is no requirement to adopt a marking/grading system that uses minuses or pluses or,

if adopted, to report minuses or pluses on standardized transcripts:

- (1) A = 4.0
- (2) A- = 3.7
- (3) B+ = 3.3
- (4) B = 3.0
- (5) B- = 2.7
- (6) C+ = 2.3
- (7) C = 2.0
- (8) C- = 1.7
- (9) D+ = 1.3
- (10) D = 1.0
- (11) E or F = 0.0

The minimal passing mark/grade is D = 1.0. Pass/fail, credit/no credit, and satisfactory/unsatisfactory marks also may be used; however, notwithstanding the provisions of WAC 180-57-055, these nonnumerical marks/grades shall be clearly identified and excluded from the calculation of grade point average.

[Statutory Authority: RCW 28A.04.155. 88-13-026 (Order 15-88), § 180-57-050, filed 6/7/88; 85-01-017 (Order 18-84), § 180-57-050, filed 12/10/84.]

Chapter 180-75 WAC

PROFESSIONAL CERTIFICATION—GENERAL PROVISIONS

- WAC 180-75-005 Purpose.
- 180-75-015 Repealed.
- 180-75-017 Denial of recommendation for certification or endorsement by approved professional preparation training institutions.
- 180-75-018 Written notice of denial, lapsing, or revocation by superintendent of public instruction.
- 180-75-019 Investigatory files—Establishment, security, disclosure, retention, and destruction.
- 180-75-025 Appeal procedure—Informal SPI review.
- 180-75-026 Agreement not to continue or accept educational employment.
- 180-75-034 Certificate revocation—Initiation of proceedings.
- 180-75-035 Certificate revocation and subsequent reinstatement.
- 180-75-037 Certificate revocation—Grounds for revocation.
- 180-75-038 Duty of educational service district superintendent to investigate complaints.
- 180-75-039 Duty of ESD superintendent, district superintendent and private school administrator to file complaints.
- 180-75-040 Notification of denial, surrender, lapsing, or revocation of certificates.
- 180-75-042 Emergency suspension of certificate.
- 180-75-043 Unprofessional conduct for failure to file a complaint.
- 180-75-044 Unprofessional conduct for misrepresentation of facts.
- 180-75-045 Certificate validity.
- 180-75-047 Uniform expiration date.
- 180-75-048 Validity date.
- 180-75-055 Types of certificates.
- 180-75-061 Application for certification.
- 180-75-065 Fee for certification.
- 180-75-070 Use of fee for certification.
- 180-75-075 Repealed.
- 180-75-080 Citizenship requirements—Exceptions.
- 180-75-081 Good moral character and personal fitness—Definition.
- 180-75-082 Good moral character and personal fitness—Necessary supporting evidence by applicants.
- 180-75-083 Good moral character and personal fitness—Continuing requirement.

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| 180-75-084 | Good moral character, personal fitness, and unprofessional conduct—Burden and standard of proof. |
| 180-75-085 | General requirements—Teachers, administrators, educational staff associates. |
| 180-75-086 | Voluntary surrender of certificates. |
| 180-75-087 | Reinstatement of certificates. |
| 180-75-088 | Renewal of certificate. |
| 180-75-090 | Temporary permits. |
| 180-75-091 | Affidavits from applicants. |
| 180-75-092 | Other affidavits from applicants and certificate holders. |
| 180-75-199 | Code of professional responsibility for certificated educational professionals. |

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

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| 180-75-015 | Equivalency of standards. [Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-015, filed 4/3/87. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-015, filed 9/1/78.] Repealed by 88-01-085 (Order 14-87), filed 12/21/87. Statutory Authority: RCW 28A.70.005. |
| 180-75-075 | Educational experience acceptable for certification. [Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-075, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 80-06-129 (Order 8-80), § 180-75-075, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-075, filed 9/1/78.] Repealed by 88-01-085 (Order 14-87), filed 12/21/87. Statutory Authority: RCW 28A.70.005. |

WAC 180-75-005 Purpose. The purpose of this chapter is to incorporate into one chapter the general certification provisions to ensure uniform application and interpretation of the various certification rules within the confines of current statutory law. It is not the intent or purpose of this chapter to govern or limit the procedures and standards which are otherwise applicable to the nonrenewal or discharge of certificated employees by school districts and educational service districts. Proceedings under this chapter and local discharge/nonrenewal proceedings are separate proceedings.

[Statutory Authority: RCW 28A.70.005. 87-12-042 (Order 11-87), § 180-75-005, filed 6/1/87. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-005, filed 9/1/78.]

WAC 180-75-015 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-75-017 Denial of recommendation for certification or endorsement by approved professional preparation training institutions. Any person whose application for certification or for an endorsement is denied for recommendation to the superintendent of public instruction by an institution of higher education within the state with an approved professional preparation program, after exhausting any appeal procedures established by such institution, may apply directly to the superintendent of public instruction for such certificate or endorsement.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-017, filed 12/14/88; 86-13-016 (Order 6-86), § 180-75-017, filed 6/10/86.]

WAC 180-75-018 Written notice of denial, lapsing, or revocation by superintendent of public instruction. Whenever the superintendent of public instruction takes action to deny an application or to lapse or revoke a certificate, the superintendent of public instruction, in accordance with the provisions of this chapter, shall report such decision to the applicant or affected certificate holder by written notice stating the reason(s) for such action and containing notice of applicable administrative appeal procedures provided in this chapter. If the notice is to lapse or revoke a certificate and the superintendent of public instruction has knowledge that such certificate holder is employed within the common school system or by an approved private school, the superintendent of public instruction shall provide such employer with a copy of the written notice.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-018, filed 4/3/87.]

WAC 180-75-019 Investigatory files—Establishment, security, disclosure, retention, and destruction. The following policies shall apply to investigatory files established by the superintendent of public instruction:

(1) **Establishment.** Upon receipt of any negative material relating to good moral character, personal fitness, and professional conduct as defined in WAC 180-75-037 and 180-75-081 or which forms the basis for initiation of a certificate revocation investigation pursuant to WAC 180-75-035, that section within the office of the superintendent of public instruction having responsibility for certification shall establish an investigatory file which shall contain all information related to the good moral character, personal fitness, and professional conduct in question.

(2) **Security.** The investigatory file shall be maintained separately from an applicant's or a certificate holder's noninvestigatory certification file and shall be kept in a secured storage area with access limited to the chief administrator responsible for certification and the assigned investigator and/or designated staff assistants of such investigator.

(3) **Disclosure.** The information in the investigatory file shall be exempt from public disclosure and copying pursuant to RCW 42.17.310 (1)(d). In response to a public records request concerning material in an investigatory file made by someone other than the certificate holder or applicant, the assigned investigator in the office of the superintendent of public instruction shall notify the requestor that the existence of or material in an investigatory file, pursuant to RCW 42.17.310 (1)(d), is exempt from public disclosure.

(4) **Retention and destruction.** Investigatory files shall be retained and destroyed pursuant to the following policies:

(a) If an applicant or certificate holder receives written notice, pursuant to WAC 180-75-018, of denial for failure to possess good moral character or personal fitness or of cause for revocation, the investigatory file related thereto shall not be destroyed until such affected party reaches the age of seventy-five or until such time as the chief administrator for certification determines,

with a high degree of certainty, that the information within such file would not be relevant to a subsequent application for or reinstatement of a certificate or a subsequent revocation action. An affected party may request the chief administrator of certification, once in each calendar year, to make such a determination and either to destroy his or her investigatory file or to advise the affected party of the reason or reasons for the decision to retain such file.

(b) In all other cases, investigatory files shall be destroyed no later than one year after the date of establishment unless the chief administrator for certification, prior to such date, determines that the information within such file is or might be relevant either for investigatory and/or adjudication purposes in a current or subsequent revocation investigation or action and, in which case, the investigatory file shall be destroyed ten years after the file has been closed, which for the purpose of this section means the last date upon which the file was reviewed for an investigatory purpose. An affected party may request the chief administrator of certification, once in each calendar year, to make a determination as to current or subsequent relevancy of the information within his or her file and either to destroy his or her investigatory file or to advise the affected party of the reason or reasons for the decision to retain such file.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-019, filed 4/3/87.]

WAC 180-75-025 Appeal procedure--Informal SPI review. Any person who appeals the decision to deny his or her application, the lapsing of his or her certificate pursuant to chapter 180-85 WAC or the proposed order to revoke his or her certificate must file a written notice with the superintendent of public instruction within thirty calendar days following the date of mailing from the section of the superintendent of public instruction's office responsible for certification of the decision to deny the application, the lapsing of the certificate, or the proposed order to revoke his or her certificate.

The written notice must set forth the reasons why the appellant believes his or her application should have been granted or why his or her certificate should not be lapsed or revoked, whichever is applicable.

Following timely notice of appeal, the superintendent of public instruction shall appoint a review officer who shall be someone other than the person or persons who denied the application, approved the lapsing, or the proposed revocation initially and who is not a subordinate of such person.

The review officer shall:

(1) Review the application, notice of lapsing, or proposed revocation, whichever is applicable, and appeal notice and may request further written information including but not limited to an explanation from the person or persons who initially reviewed the application or decided to lapse the certificate or to issue the proposed order to revoke the certificate, whichever is applicable, of the reason(s) why the application was denied or the certificate was lapsed or should be revoked.

(2) If he or she deems it advisable, schedule an informal meeting of the appellant, the person or persons who denied the application, lapsed the certificate, or proposed to revoke the certificate initially, and any other interested parties designated by the reviewing officer to receive oral information concerning the application, lapsing, or revocation. Any such meeting must be held within thirty days of the date of receipt by the superintendent of public instruction of the timely-filed appeal notice.

(3) Send by certified mail a written decision—i.e., findings of fact and conclusions of law—on the appeal within forty-five days from the date of receipt of the timely-filed appeal notice by the superintendent of public instruction. The review officer may uphold, reverse, or modify the decision to deny the application, the lapsing of the certificate, or the proposed order to revoke the certificate.

(4) The timelines stated herein may be extended by the review officer for cause.

(5) Provided, that in the case of an action for revocation of a certificate, the review officer, if so requested by an appellant, shall delay any review under this section until all quasi-judicial administrative or judicial proceedings (i.e., criminal and civil actions), which the review officer and the appellant agree are factually related to the revocation proceedings, are completed, including appeals, if the appellant signs the agreement stated in WAC 180-75-026. In requesting such delay, the appellant shall disclose fully all pending quasi-judicial administrative proceedings in which the appellant is involved.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-025, filed 4/3/87; 86-13-016 (Order 6-86), § 180-75-025, filed 6/10/86. Statutory Authority: RCW 28A.04.120, chapters 28A-.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-025, filed 9/1/78.]

WAC 180-75-026 Agreement not to continue or accept educational employment. The agreement required for deferring revocation proceedings pursuant to WAC 180-75-025 shall read as follows:

"I, _____, have received notice that the office of superintendent of public instruction believes sufficient cause exists for the revocation of the following certificate(s):

- (1) Cert. No.
- (2) Cert. No.

As a condition to a delay in the hearing date, I agree not to commence or continue employment in any Washington public or private school or agency in a position requiring such certificate until the office of superintendent of public instruction dismisses the case without a hearing or until a hearing has been held and the final decision is rendered by the superintendent of public instruction. I further agree to advise the review officer assigned to my revocation proceedings, pursuant to WAC 180-75-025, of all decisions rendered in any administrative or judicial tribunal and all appeals therefrom which the review officer and I have agreed are factually

related to the action to revoke my certificate(s). I understand my failure to abide by this agreement is an act of unprofessional conduct and, therefore, may be sufficient cause for revocation of my certificate(s)."

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-026, filed 4/3/87.]

WAC 180-75-034 Certificate revocation—Initiation of proceedings. The initiation of revocation proceedings by the superintendent of public instruction shall commence as a result of the following:

(1) Whenever the superintendent of public instruction or the designated administrative officer of the superintendent of public instruction having responsibility for certification becomes aware from whatever source that a certificate holder has had a professional license revoked by a licensing agency or has been arrested for any felony offense included within WAC 180-75-081(1), the superintendent of public instruction or the designated administrative officer shall cause an investigation pursuant to WAC 180-75-035(1).

(2) In all other cases, the initiation of investigative proceedings pursuant to WAC 180-75-035(1) shall commence only upon receipt of a written complaint from a school district or educational service district superintendent or the chief administrative officer of an approved private school. Such written complaint shall state the grounds for revocation and summarize the factual basis upon which a determination has been made that an investigation by the superintendent of public instruction is warranted. The superintendent of public instruction shall provide the affected certificate holder with a copy of such written complaint.

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-034, filed 4/3/87.]

WAC 180-75-035 Certificate revocation and subsequent reinstatement. The following shall apply to revocation and subsequent reinstatement:

(1) Revocation. Upon receipt of information of an arrest for any offense included within WAC 180-75-081(1) or a written complaint pursuant to WAC 180-75-034(2), that section within the office of the superintendent of public instruction having responsibility for certification shall investigate the complaint. If sufficient cause for revocation of the individual's certificate(s) is determined to exist, the section shall notify the holder by certified mail of its finding of sufficient cause in the form of a proposed order—i.e., findings of fact and conclusions of law—and shall further advise the holder of the appeal procedures specified in WAC 180-75-020, 180-75-030 and 180-75-033. The notice shall further specify that the superintendent of public instruction will sign the order after thirty calendar days from the date of mailing if the proposed order is not appealed.

(2) Reinstatement. In accordance with RCW 28A.70-180 an individual may become eligible to reinstate a certificate after a period of one calendar year from the date of revocation. The superintendent of public instruction or his or her designee shall consider the application of an individual whose certificate has been revoked and,

based upon application and such other information as deemed appropriate, determine whether a certificate shall be reinstated.

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-035, filed 4/3/87; 86-13-016 (Order 6-86), § 180-75-035, filed 6/10/86. Statutory Authority: RCW 28A.04.120 (1), (2) and (3), 79-06-049 (Order 5-79), § 180-75-035, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-09-095 (Order 10-78), § 180-75-035, filed 9/1/78.]

WAC 180-75-037 Certificate revocation—Grounds for revocation. The grounds for the revocation of professional education certificates are as follows:

(1) The lack of good moral character and/or personal fitness as defined in WAC 180-75-081.

(2) Unprofessional conduct, including the related acts of immorality, intemperance, and violation of written contract: *Provided*, That until the state board of education adopts a code of professional conduct pursuant to WAC 180-75-199, the ground of unprofessional conduct shall be limited to civil acts expressly prohibited by law, including statutes, common law, and administrative rules of the state board of education: *Provided further*, That unprofessional conduct shall not include matters related to employment with a particular public or private school employer, such as insubordination, violation of a collective bargaining act, or other employment related acts correctable by the employer or other civil remedies.

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-037, filed 4/3/87.]

WAC 180-75-038 Duty of educational service district superintendent to investigate complaints. Each educational service district superintendent shall cause to be investigated all written and signed complaints from whatever source, that allege that a certificated education professional within his or her educational service district is not of good moral character or personal fitness as defined in WAC 180-75-081 or has committed an act of unprofessional conduct as defined in WAC 180-75-037. If the educational service district superintendent investigates and determines the facts are reliable and further investigation by the superintendent of public instruction pursuant to WAC 180-75-035 is warranted, the educational service district superintendent shall forward the written complaint and the results of his or her investigation to the superintendent of public instruction: *Provided*, That if the educational service district superintendent, after consultation with the assistant attorney general assigned to his or her educational service district, determines that the substance of the complaint would not constitute grounds for revocation if true, then such educational service district superintendent need not investigate the complaint: *Provided further*, That if the educational service district superintendent receives a written assurance from the superintendent of public instruction, a district superintendent, or a chief administrative officer of an approved private school that such official is investigating or will investigate the same or a substantially similar complaint, the educational service

district superintendent shall be deemed to have caused an investigation in compliance with this section.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-038, filed 4/3/87.]

WAC 180-75-039 Duty of ESD superintendent, district superintendent and private school administrator to file complaints. Whenever an educational service district superintendent, a district superintendent, or the chief administrative officer of an approved private school possesses sufficient reliable information to believe that a certificated employee within such district or approved private school is not of good moral character or personally fit or has committed an act of unprofessional conduct, such superintendent or chief administrative officer, within a reasonable period of time of making such determination, shall file a written complaint with the superintendent of public instruction: *Provided*, That if an educational service district or school district is considering action to discharge an employee of such district, the educational service district or school district superintendent need not file such complaint until ten calendar days after making the final decision to serve or not serve formal notice of discharge.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-039, filed 4/3/87.]

WAC 180-75-040 Notification of denial, surrender, lapsing, or revocation of certificates. The superintendent of public instruction shall notify all other states whenever an applicant has been denied a certificate for failure to possess good moral character or personal fitness or whenever a certificate has been surrendered or revoked and shall provide the full name and certificate number, if applicable, to the agency responsible for certification in each state. The superintendent of public instruction shall notify appropriate public or private school officials within the state the name and certification number of all certificate holders' whose certificate(s) has been lapsed, surrendered, or revoked: *Provided*, That such notification shall not be made prior to forty-five days after the final administrative order and shall not be made if a court order staying the denial, lapsing, or revocation is in effect.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-040, filed 4/3/87; 86-13-016 (Order 6-86), § 180-75-040, filed 6/10/86. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 80-06-129 (Order 8-80), § 180-75-040, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-040, filed 9/1/78.]

WAC 180-75-042 Emergency suspension of certificate. Notwithstanding any other provision of this chapter, the superintendent of public instruction, pursuant to RCW 34.04.170(2), may emergency suspend a certificate if the superintendent of public instruction finds that the public health, safety, or welfare of students, colleagues, or the general public imperatively requires emergency action. In such cases, the holder of the certificate who is subjected to emergency suspension of his or her certificate shall have the right to commence an informal review of such action pursuant to WAC 180-

75-025 within forty-eight hours of filing a notice of appeal with the superintendent of public instruction or, if applicable, to sign an agreement pursuant to WAC 180-75-026. If such an agreement is signed or, if not, unless the review officer sustains the emergency action of the superintendent of public instruction within seven calendar days of the filing of the notice of appeal, the emergency suspension shall be void.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-042, filed 4/3/87.]

WAC 180-75-043 Unprofessional conduct for failure to file a complaint. The intentional failure of an educational service district superintendent, a district superintendent, or a chief administrator of a private school to file a complaint pursuant to WAC 180-75-039 is an act of unprofessional conduct and may be sufficient cause for revocation of such person's professional education certificate.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-043, filed 4/3/87.]

WAC 180-75-044 Unprofessional conduct for misrepresentation of facts. The intentional misrepresentation of material facts in an application for certification, reinstatement thereof, endorsement thereon, or continuing education related thereto is an act of unprofessional conduct and may be sufficient cause for the revocation of such person's professional education certificate.

[Statutory Authority: RCW 28A.70.005. 88-01-085 (Order 14-87), § 180-75-044, filed 12/21/87; 87-09-010 (Order 2-87), § 180-75-044, filed 4/3/87.]

WAC 180-75-045 Certificate validity. Any certificate issued pursuant to chapters 180-77 or 180-79 WAC or previous standards of the state board of education shall entitle the holder thereof to be employed by a public or nonpublic school for the performance of duties encompassed by the type of certificate as specified in WAC 180-75-055, if such certification is required by statute or rules of the state board of education, until such certificate expires, lapses, or is revoked.

[Statutory Authority: RCW 28A.70.005. 88-01-085 (Order 14-87), § 180-75-045, filed 12/21/87; 86-13-016 (Order 6-86), § 180-75-045, filed 6/10/86. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 80-06-129 (Order 8-80), § 180-75-045, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-045, filed 9/1/78.]

WAC 180-75-047 Uniform expiration date. All certificates issued for one or more stated years shall expire on August 31 of the stated year and shall be calculated as follows:

(1) Certificates issued prior to October 1 of a calendar year shall have the expiration date of the certificate calculated on the basis such certificate was issued on September 1 of the same calendar year regardless of the date of issuance.

(2) Certificates issued October 1 or later in the calendar year shall have the expiration date of the certificate calculated on the basis such certificate was issued on

September 1 of the next calendar year regardless of the date of issuance.

(3) All such certificates issued prior to the effective date of this section and scheduled to expire prior to August 31 of a given year, regardless of such stated expiration date, shall be valid until August 31 of the stated year of expiration.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-047, filed 12/14/88.]

WAC 180-75-048 Validity date. The validity date of a certificate or permit shall be the actual date of issuance.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-048, filed 12/14/88.]

WAC 180-75-055 Types of certificates. Four types of certificates shall be issued:

(1) Teacher. The teacher certificate, including alien permits as provided in chapter 392-193 WAC, authorizes service as a classroom teacher.

(2) Administrator.

(a) The administrator certificate endorsed "principal" authorizes services as a building administrator or vice principal.

(b) The administrator certificates endorsed "superintendent" or "program administrator" will be issued to persons who meet state board of education certification standards for service in the roles of superintendent or program administrator.

(3) Educational staff associate. The educational staff associate certificate authorizes service in endorsed roles of communication disorders specialists, counselors, school nurses, occupational therapists, physical therapists, psychologists, social workers, and reading resource specialists: *Provided*, That nothing within chapter 180-79 WAC authorizes professional practice by an educational staff associate which is otherwise prohibited or restricted by any other law, including licensure statutes and rules and regulations promulgated by the appropriate licensure board or agency.

(4) Vocational. The vocational certificate authorizes service in vocational instruction in accordance with the provisions of chapter 180-77 WAC.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-055, filed 12/14/88; 86-13-016 (Order 6-86), § 180-75-055, filed 6/10/86. Statutory Authority: RCW 28A.04.120, chapters 28A-.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-055, filed 9/1/78.]

WAC 180-75-061 Application for certification. An individual who applies for a Washington state certificate, unless seeking reinstatement pursuant to WAC 180-75-087 or renewal pursuant to WAC 180-75-088, must meet the standards in effect at the time of application. Effective August 31, 1993, unless the candidate is applying for a limited certificate pursuant to WAC 180-79-230, an initial certificate pursuant to the reciprocity provisions of WAC 180-79-245, or a vocational certificate pursuant to WAC 180-77-040 or 180-77-

095 or unless the candidate holds a valid Washington state certificate, the candidate must have passed the applicable parts of the admission to practice examination within one calendar year of the date of application.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-061, filed 12/14/88. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 80-06-129 (Order 8-80), § 180-75-061, filed 6/2/80.]

WAC 180-75-065 Fee for certification. (1) In accordance with provisions of RCW 28A.70.110 and 28A-.71.100, the fee for certificates which are valid for more than one year, issued by authority of the state of Washington and authorizing the holder to serve in the common schools of the state, shall be as follows:

(a) The continuing certificate is seventy dollars;

(b) The reinstatement, additional endorsement on the certificate, duplicate certificates, substitute certificates, and certificates issued for the purpose of showing a name change is fifteen dollars; and

(c) Any other certificate or credential or any renewal thereof shall be five dollars for each year of validity:

(d) *Provided*, That the fee for all vocational certificates shall be one dollar.

(2) The fee for any other certificate/credential, or for any renewal thereof, issued by the authority of the state of Washington and authorizing the holder to serve in the common schools of the state, shall be five dollars.

(3) Officials authorized to collect certification fees are educational service district superintendents, local school district superintendents, deans and directors of education at colleges and universities, and designees of program units. The fee must accompany the application for a certificate and shall be transmitted by the receiving district, college or university, or program unit designee at least quarterly to the educational service district within which the application is filed for disposition in accordance with provisions of RCW 28A.70.110. The fee shall not be refunded unless the application is withdrawn before it is finally considered (i.e., the issuance of a certificate or a written communication denying such issuance) by the superintendent of public instruction or his or her designee. Fees not refunded shall apply as a credit to a reapplication for the same or one or more other certificates if such applicant reapplies within twenty-four months of the date of denial. Moneys accrued from certification fees within the boundaries of an educational service district shall be divided in the following manner:

(a) Local school districts employing more than one hundred teachers and other professional staff and collecting certification fees may retain one dollar of each fee in order to hold a professional training institute. If such district does not hold an institute all such moneys shall be placed to the credit of the educational service district.

(b) No less than fifty percent of the funds accruing within the boundaries of an educational service district shall be used to support program activities related to state-wide precertification professional preparation and evaluation.

(c) The remaining funds shall be used to support professional inservice training programs and evaluations thereof.

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-065, filed 4/3/87. Statutory Authority: RCW 28A.04.120, 85-16-020 (Order 15-85), § 180-75-065, filed 7/29/85; 85-01-015 (Order 16-84), § 180-75-065, filed 12/10/84. Statutory Authority: RCW 28A.04.120 (1), (2) and (3), 80-06-129 (Order 8-80), § 180-75-065, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-09-095 (Order 10-78), § 180-75-065, filed 9/1/78.]

WAC 180-75-070 Use of fee for certification. (1) Certification fees will be used solely for precertification professional preparation, professional inservice training programs, teachers' institutes and/or workshops, and evaluations thereof in accordance with this chapter.

(2) Precertification professional preparation:

(a) A subcommittee of the state professional education advisory committee as established in WAC 180-78-015 shall assist the superintendent of public instruction in administration of precertification program funds by annually establishing priorities and procedures for distribution of funds available for precertification activities. The primary utilization shall be to support collaborative efforts essential to program development, program evaluation, and assessment of candidates' entry and exit competency.

(b) Funds set aside for precertification shall not supplant funds already available to any participating agency.

(c) A single educational service district shall be designated to administer the funds allocated for precertification programs. The designated educational service district shall be permitted to retain up to five percent of the precertification fees for costs related to administering these funds.

(d) Each quarter every educational service district shall forward the moneys designated for precertification programs to the educational service district designated to administer such programs.

(3) Professional inservice training programs and teachers' institutes and/or workshops:

(a) Each educational service district, or cooperative thereof as specified in subparagraph (d) of this subsection, shall establish an inservice committee composed of an educational service district representative; at least one district superintendent; one principal; one educational staff associate; one elementary, one junior high and one senior high teacher; one representative from the elementary or secondary level of private schools within the educational service district; and one representative selected by the chief administrative officer responsible for professional education from a college/university having a state board of education approved teacher education program. Teacher representatives shall be selected by agreement among the presidents of the local education associations within the respective educational service district or cooperative thereof.

(b) The educational service district representative shall serve as chairperson of the inservice committee and

provide liaison with the superintendent of public instruction and the state board of education.

(c) The inservice committee will be responsible for coordinating inservice/staff development model programs within the educational service district and shall submit to the superintendent of public instruction and the state board of education a plan for soliciting and selecting model programs which shall include procedures for conducting needs assessments, determining priorities and carrying out program evaluation.

(d) Cooperative agreements may be made among educational service districts to provide quality inservice education programs.

(e) Funds designated for inservice programs shall not supplant funds already available for such programs.

(4) Allowable expenditures. Funds may be used to support costs related to training, such as the payment of professional contractual services, per diem, travel costs, materials, printing, or released time. Nonallowable costs are college/university tuition and fees.

(5) Annual reporting. The superintendent of public instruction shall prepare and present to the state board of education an annual report concerning the use of certification fees for precertification and inservice activities.

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-070, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2) and (3), 80-06-129 (Order 8-80), § 180-75-070, filed 6/2/80; 79-06-049 (Order 5-79), § 180-75-070, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-09-095 (Order 10-78), § 180-75-070, filed 9/1/78.]

WAC 180-75-075 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-75-080 Citizenship requirements--Exceptions. Except as provided in chapter 392-193 WAC, no person who is not a citizen of the United States of America shall be certified to teach in the common schools of this state.

[Statutory Authority: RCW 28A.70.005, 87-09-010 (Order 2-87), § 180-75-080, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2) and (3), 79-06-049 (Order 5-79), § 180-75-080, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-09-095 (Order 10-78), § 180-75-080, filed 9/1/78.]

WAC 180-75-081 Good moral character and personal fitness--Definition. As used in this chapter, the terms "good moral character and personal fitness" means character and personal fitness necessary to serve as a certificated employee in schools in the state of Washington, including character to have contact with and to teach children and personal fitness necessary to perform supervision of children and includes the following:

(1) No conviction of any felony crime involving:

(a) Physical neglect of children;

(b) The physical injury of children, excepting motor vehicle violations; and

(c) The sexual abuse of children.

Provided, that the general classes of felony crimes referenced within (a) and (b) of this subsection shall be limited in application to felony crimes in the state of Washington and equivalent federal and crimes in other

states committed against children and which, in fact, caused bodily harm to such children greater than transient pain or minor temporary marks; provided further, that the general class of felony crime referenced within (c) of this subsection shall be limited in application to felony crimes in the state of Washington and equivalent federal and crimes in other states committed against children.

(2) No conviction of any crime within the last ten years, including motor vehicle violations, which would materially and substantially impair the individual's worthiness and ability to serve as a professional within the public and private schools of the state. In determining whether a particular conviction would materially and substantially impair the individual's worthiness and ability to practice, the following considerations shall be weighed:

(a) Age and maturity at the time the criminal act was committed;

(b) The degree of culpability required for conviction of the crime and any mitigating factors, including motive for commission of the crime;

(c) The classification of the criminal act and the seriousness of the actual and potential harm to persons or property;

(d) Criminal history and the likelihood that criminal conduct will be repeated;

(e) The permissibility of service as a professional educator within the terms of any parole or probation;

(f) Proximity or remoteness in time of the criminal conviction;

(g) Any evidence offered which would support good moral character and personal fitness; and

(h) If this section is applied to a person certified under the laws of the state of Washington in a revocation action, the effect on the education profession, including any chilling effect shall be weighed.

(3) No serious behavioral problems which endanger the educational welfare or personal safety of students, teachers, or other colleagues within the educational setting.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-081, filed 4/3/87.]

WAC 180-75-082 Good moral character and personal fitness--Necessary supporting evidence by applicants. All applicants for certification shall submit the following:

(1) An affidavit from the applicant indicating that he or she has not been convicted of any crime or a complete disclosure of all arrests and subsequent dispositions of such arrests. In the event of a conviction for any arrest, the applicant shall state reasons why such conviction does not reflect adversely on the requirement to possess good moral character and be personally fit.

(2) An affidavit from the applicant that he or she has no history of serious behavioral problems or a complete disclosure of the nature and status of all such problems, including the names and addresses of health practitioners who have treated the applicant within the past ten

years and an executed consent form permitting the superintendent of public instruction to contact and consult with such health practitioners and for such health practitioners to fully disclose medical information related to such behavioral problems.

(3) An affidavit from the dean of the college or school of education or one or more officials designated by such dean, or, if none, by the college or university president, where the applicant completed his or her approved preparation program, that indicates that a designated college or university official has contacted several faculty members who personally know or knew the applicant and has no knowledge that the applicant has been convicted of any crime and has no knowledge that the applicant has a history of any serious behavioral problems or a statement from such affiant of the reasons why it is not possible to make such an affidavit.

(4) Provided, that, if the affidavit described in subsection (3) of this section is impossible or impractical to obtain, the applicant shall submit to the superintendent of public instruction the following:

(a) A statement as to why it is impossible or impractical to secure the affidavit required by subsection (3) of this section;

(b) A complete employment history, including the names, addresses, and phone numbers of the immediate supervisor of such applicant when an employee; and

(c) The names, addresses, and phone numbers of three character references who are not related to the applicant.

(5) If the applicant holds or has held a professional certificate in any other state, such applicant shall prepare one of the following affidavits for each such state:

(a) An affidavit that such certificate has not been suspended, surrendered, or revoked. Such affidavit shall be forwarded to the licensing agency in such state with a request that such affidavit be verified and forwarded directly to the superintendent of public instruction.

(b) An affidavit which shall fully disclose the reasons for the suspension, surrender, or revocation of the certificate. Such affidavit shall be submitted directly to the superintendent of public instruction.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-082, filed 4/3/87.]

WAC 180-75-083 Good moral character and personal fitness--Continuing requirement. The good moral character and personal fitness requirement of applicants for certification under the laws of the state of Washington is a continuing requirement for holding a professional educational certificate under regulations of the state board of education.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-083, filed 4/3/87.]

WAC 180-75-084 Good moral character, personal fitness, and unprofessional conduct--Burden and standard of proof. The following burden and standard of proof shall be applicable for denial and revocation of a certificate for failure to meet the requirement to possess good moral character and personal fitness:

(1) If an application for certification or reinstatement has been denied by the superintendent of public instruction, the evidence submitted by the applicant must prove by clear and convincing evidence that he or she is of good moral character and personal fitness or the application will be denied.

(2) In a revocation proceeding, the superintendent of public instruction must prove by clear and convincing evidence that the certificate holder is not of good moral character or personal fitness or has committed an intentional act which constitutes unprofessional conduct.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-084, filed 4/3/87.]

WAC 180-75-085 General requirements--Teachers, administrators, educational staff associates. The following requirements are to be met by candidates for certification as teachers, administrators, or educational staff associates:

(1) Age. No person who is less than eighteen years of age shall receive a certificate to serve in the public or nonpublic schools of Washington state.

(2) Character. Applicants for certificates in Washington state who are not holders of a valid Washington state teacher's, administrator's, educational staff associate's, or vocational certificate must give evidence of good moral character and personal fitness as specified in WAC 180-75-082 and must make arrangements with the Washington state patrol for a background check as required by RCW 28A.70.005: *Provided*, That applicants for vocational teaching certificates who do not make such an arrangement with the state patrol shall have placed on such certificates by the superintendent of public instruction a provision which restricts the certificate holder to the teaching of vocational technical institute students who are sixteen years of age or older.

(3) Academic. A candidate for certification shall have successfully completed an approved professional preparation program within the state of Washington and hold appropriate degrees, licenses, and additional course work as prescribed in chapter 180-79 WAC or have qualified under WAC 180-79-245.

(4) Program completion. A candidate for an initial or continuing certificate shall provide verification that he or she has completed an approved professional preparation program.

Subsections (3) and (4) of this section shall not apply to vocational certificates. Vocational certificates are issued under academic and experience requirements set forth in chapter 180-77 WAC.

[Statutory Authority: RCW 28A.70.005. 88-13-009 (Order 14-88), § 180-75-085, filed 6/6/88; 88-01-085 (Order 14-87), § 180-75-085, filed 12/21/87; 87-09-010 (Order 2-87), § 180-75-085, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 79-06-049 (Order 5-79), § 180-75-085, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-085, filed 9/1/78.]

WAC 180-75-086 Voluntary surrender of certificates. A holder of a certificate who has not received notice of sufficient cause for revocation of his or her

certificate pursuant to WAC 180-75-035 may voluntarily surrender his or her certificate to the superintendent of public instruction if the certificate holder believes that he or she is or might be ineligible to hold a certificate for any reason which is or might constitute grounds for revocation of the certificate other than conviction of a felony crime stated within WAC 180-75-081(1).

A certificate holder voluntarily surrendering a certificate shall provide the superintendent of public instruction the following affidavit:

"I, -----, have reason to believe that I am or might be ineligible to hold a certificate(s) for reasons which do or might constitute grounds for revocation of the certificate(s). Accordingly, I hereby voluntarily surrender the following certificate(s):

- 1. Cert. No.
- 2. Cert. No.

I have not been to the best of my knowledge convicted of any felony crime listed within WAC 180-75-081(1).

I agree, if I request reinstatement of the certificate(s) I have voluntarily surrendered, to provide the superintendent of public instruction with an affidavit describing in full the reasons for my voluntary surrender of the certificate(s) listed above. I further understand that the superintendent of public instruction will notify other states and public and private school officials within the state of Washington that I have voluntarily surrendered my certificate(s)."

Upon request for reinstatement of such certificate, the applicant must comply with WAC 180-75-087 and, in addition, must disclose in full the reasons for the voluntary surrender of the certificate. In the event, if the surrendered certificate would have expired or lapsed but for the surrendering of the certificate, the applicant must meet all requirements for reinstating an expired or lapsed certificate.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-086, filed 4/3/87.]

WAC 180-75-087 Reinstatement of certificates. Only a continuing certificate may be reinstated. A holder of a lapsed, surrendered, or revoked continuing professional certificate at the time of application for reinstatement of such certificate must submit the following:

(1) Character evidence as required by WAC 180-75-085(2) for candidates for certification.

(2) An affidavit that he or she has not intentionally and knowingly practiced with an expired, lapsed, surrendered, or revoked certificate in a professional position for which certification is required under the rules of the state board of education or the submission of a statement why such practice, if conducted, should not reflect on such applicant's good moral character or personal fitness at the time of application.

(3) In accordance with RCW 28A.70.180, a revoked certificate may not be reinstated within one calendar year from the date of revocation.

(4) *Provided*, That no certificate may be reinstated if more than five calendar years has passed since the date of lapsing, surrender, or revocation; however, such applicants may apply pursuant to WAC 180-75-061 for a new certificate under standards in effect at the time of application.

(5) *Provided further*, That notwithstanding any regulation to the contrary, any person whose Washington state initial or provisional certificate has expired for any reason may apply prior to August 31, 1990, and be issued an initial certificate under the rules in effect at the time of application upon submission of the following:

(a) The character evidence required in subsection (1) of this section.

(b) The affidavit or statement required in subsection (2) of this section.

(c) Evidence of completion of fifteen quarter hours (ten semester hours) of course work at an accredited college or university within the seven years prior to the application for reinstatement.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-087, filed 12/14/88; 87-09-010 (Order 2-87), § 180-75-087, filed 4/3/87; 86-13-016 (Order 6-86), § 180-75-087, filed 6/10/86.]

WAC 180-75-088 Renewal of certificate. A holder of a certificate subject to expiration may renew such certificate subject to the rules in effect at the time of such renewal. If such certificate has expired, the candidate may apply for a new certificate pursuant to WAC 180-75-061.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-088, filed 12/14/88.]

WAC 180-75-090 Temporary permits. Temporary permits may be issued by the superintendent of public instruction under the following conditions:

(1) Temporary permits may be issued under this section to those persons who have filed an application for a certificate; who, based on available documentation, including affidavits or other evidence that appears reliable which substantiates the existence of missing documentation, appear to have completed all requirements for certification; and who do not disclose any information which indicates that such applicant fails to meet the character requirement of WAC 180-75-085(2).

(2) An individual may apply for a permit directly to the superintendent of public instruction: *Provided*, That in the case of an individual completing requirements for certification in a Washington state institution of higher education the request may also be made to that institution.

(3) A permit entitles the holder to serve as a teacher, educational staff associate or administrator consistent with the endorsement(s) on his/her permit.

(4) A permit is valid for one hundred twenty consecutive calendar days commencing with the date following the date of issuance unless prior to such date the superintendent of public instruction determines the applicant is ineligible to receive a valid certificate or endorsement. In such cases, the temporary permit shall expire on the

date notice of cancellation is received by the applicant and/or the employer. The temporary permit may be re-issued only upon demonstration that the applicant has made a good faith effort to secure the missing documentation.

(5) Issuing authority. The superintendent of public instruction either directly or through a designated agent shall issue all permits and provide institutions of higher education with forms and instructions relevant to application for a permit.

[Statutory Authority: RCW 28A.70.005. 89-01-040 (Order 25-88), § 180-75-090, filed 12/14/88; 88-01-085 (Order 14-87), § 180-75-090, filed 12/21/87; 86-13-016 (Order 6-86), § 180-75-090, filed 6/10/86. Statutory Authority: RCW 28A.04.120 (1), (2) and (3). 80-06-129 (Order 8-80), § 180-75-090, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-095 (Order 10-78), § 180-75-090, filed 9/1/78.]

WAC 180-75-091 Affidavits from applicants. An individual's application for certification shall be signed under oath that the statements therein are true and correct. The application if not notarized by a notary public must conform with the formalities prescribed in RCW 9A.72.085. In addition, the application shall state that any knowingly false statement therein is punishable under perjury laws of the state of Washington.

[Statutory Authority: RCW 28A.70.005. 88-01-085 (Order 14-87), § 180-75-091, filed 12/21/87.]

WAC 180-75-092 Other affidavits from applicants and certificate holders. Whenever this chapter requires an applicant or certificate holder to file an affidavit, it shall be in the same form as required by WAC 180-75-091.

[Statutory Authority: RCW 28A.70.005. 88-01-085 (Order 14-87), § 180-75-092, filed 12/21/87.]

WAC 180-75-199 Code of professional responsibility for certificated educational professionals. The state board of education acknowledges that RCW 28A.70.160 permits the revocation of certificates for unprofessional conduct and certain related acts—i.e., immorality, intemperance, and violation of written contract—some of which are included within the concept of unprofessional conduct. Therefore, the state board of education directs the superintendent of public instruction to appoint and provide necessary staff assistance to an advisory committee, described below, which shall have the responsibility to draft a code of professional conduct for certified educational professions and to present such code, including minority recommendations, to the state board of education in the form of proposed regulations no later than January, 1989. In addition to the responsibility for a code of professional responsibility, the advisory committee shall examine the desirability of establishing sanctions other than revocation, such as suspension and letters of reprimand, and the desirability of providing for professional and lay involvement in the administration of such code. Prior to making appointments to the advisory committee created by this section, the superintendent of public instruction shall consult with one or more officers

within recognized professional and other educational organizations regarding possible appointments to the advisory committee. Such advisory committee shall consist of the following:

- (1) Four classroom teachers, one of which shall be a private school teacher.
- (2) Two educational staff associates.
- (3) Three principals.
- (4) One program director.
- (5) One superintendent.
- (6) One school board member.
- (7) One parent.

[Statutory Authority: RCW 28A.70.005. 87-09-010 (Order 2-87), § 180-75-199, filed 4/3/87.]

Chapter 180-78 WAC

PROFESSIONAL CERTIFICATION--APPROVED PREPARATION PROGRAMS BY COLLEGES AND UNIVERSITIES

WAC

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| 180-78-005 | Purpose. | 180-78-110 | Professional education advisory board for ESA, school nurse. |
| 180-78-007 | Intent of state standards. | 180-78-115 | Professional education advisory board for ESA, school physical therapist. |
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| 180-78-025 | Program approval. | 180-78-130 | Substitute pay for members of professional education advisory boards. |
| 180-78-026 | Existing approved programs. | 180-78-140 | Program approval standards for approved preparation programs. |
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| | | 180-78-265 | Program approval requirement—Field experience for all administrators. |
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- 180-78-275 Program approval requirement—Specific knowledge by all candidates for certification as ESAs.
- 180-78-280 Program approval requirement—Field experience for all candidates for certification as ESAs.
- 180-78-285 Program approval requirement—General knowledge required for all candidates for certification as ESAs.
- 180-78-290 Program approval requirement—Specific knowledge and skills for ESA, CDS.
- 180-78-295 Program approval requirement—Specific knowledge and skills for ESA, school counselor.
- 180-78-300 Program approval requirement—Specific knowledge and skills for ESA, school occupational therapist.
- 180-78-305 Program approval requirement—Specific knowledge and skills for ESA, school physical therapist.
- 180-78-310 Program approval requirement—Specific knowledge and skills for ESA, school psychologist.
- 180-78-315 Program approval requirement—Specific knowledge and skills for ESA, reading resource specialist.
- 180-78-320 Program approval requirement—Specific knowledge and skills for ESA, school nurse.
- 180-78-325 Program approval requirements—Specific knowledge and skills for ESA, school social worker.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 180-78-027 Appeal—General. [Statutory Authority: RCW 28A.04.120 and 28A.70.005. 81-12-024 (Order 6-81), § 180-78-027, filed 6/1/81.] Repealed by 88-07-002 (Order 7-88), filed 3/3/88. Statutory Authority: RCW 28A.70.005.
- 180-78-030 Agencies to be involved in program development. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-030, filed 5/26/78.] Repealed by 88-07-002 (Order 7-88), filed 3/3/88. Statutory Authority: RCW 28A.70.005.
- 180-78-035 Program approval process. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-035, filed 5/26/78.] Repealed by 88-07-002 (Order 7-88), filed 3/3/88. Statutory Authority: RCW 28A.70.005.
- 180-78-040 Program approval—Procedures for site visits. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-040, filed 5/26/78.] Repealed by 88-07-002 (Order 7-88), filed 3/3/88. Statutory Authority: RCW 28A.70.005.
- 180-78-045 Annual reports. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-045, filed 5/26/78.] Repealed by 89-01-041 (Order 26-88), filed 12/14/88. Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2).
- 180-78-050 Program approval standards and criteria. [Statutory Authority: RCW 28A.04.120. 85-04-010 (Order 4-85), § 180-78-050, filed 1/25/85. Statutory Authority: RCW 28A.04.120 and 28A.70.005. 81-12-024 (Order 6-81), § 180-78-050, filed 6/1/81. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 79-06-050 (Order 6-79), § 180-78-050, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-050, filed 5/26/78.] Repealed by 88-07-002 (Order 7-88), filed 3/3/88. Statutory Authority: RCW 28A.70.005.
- 180-78-055 Program approval—Length of approval. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-055, filed 5/26/78.] Repealed by 88-07-002 (Order 7-88), filed 3/3/88. Statutory Authority: RCW 28A.70.005.

WAC 180-78-003 Authority. The authority for this chapter is RCW 28A.70.005 which authorizes the state board of education to establish, publish, and enforce

rules and regulations determining eligibility and certification of personnel employed in the common schools of this state. This authority is supplemented by RCW 28A.04.120 (1) and (2) which authorizes the state board of education to approve professional preparation programs in institutions of higher education.

[Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-003, filed 4/3/87.]

WAC 180-78-005 Purpose. The purposes of this chapter are to establish the procedures, standards, and criteria to be used in the development and approval of preparation programs offered by institutions of higher education in Washington state leading to teacher, administrator, and educational staff associates certification.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-005, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-005, filed 4/3/87. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-069 (Order 5-78), § 180-78-005, filed 5/26/78.]

WAC 180-78-007 Intent of state standards. All state standards prescribed in this chapter for the approval of professional preparation programs are minimal standards for state approval. Colleges or universities may and are encouraged to develop program standards which exceed the minimums herein prescribed.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-007, filed 3/3/88.]

WAC 180-78-008 Public policy purposes of SBE approval of professional preparation program. The public policy purposes of state board of education approval of professional preparation programs are:

(1) To ensure that representatives of recognized professional associations and local school districts regularly participate in decisions related to professional preparation programs.

(2) To ensure that responsibilities for the management of the professional preparation program are clearly assigned and that an organizational structure exists that defines the accountability for decision making regarding the professional preparation program by the college or university.

(3) To ensure that the resources necessary to develop and maintain quality professional preparation programs are available and being used appropriately.

(4) To ensure that procedures for selecting and retaining candidates for the professional preparation program are consistent with the goals and objectives of the state board of education.

(5) To ensure that all candidates in the professional preparation program complete a planned program and demonstrate the knowledge and skills described in the state board of education's standards.

(6) To ensure that all candidates in the professional preparation program have ongoing opportunities to participate in school-based learning activities throughout their professional preparation program.

(7) To ensure that the professional preparation program is based on a theoretical and research-based framework, reviewed regularly, and revised on the basis of the evaluation of the program and relevant new knowledge in the field.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2), 89-01-041 (Order 26-88), § 180-78-008, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-008, filed 3/3/88.]

WAC 180-78-010 Definition of terms. The following definitions shall be used in this chapter:

(1) "College or university" means any regionally accredited baccalaureate degree granting Washington institution of higher learning or cooperative group of such institutions which has or develops professional programs of preparation in education which are submitted to the state board of education for approval.

(2) "Endorsement" means a specification placed on a certificate to indicate the subject area, grade level, and/or specialization for which the individual is prepared to teach or serve as an administrator or educational staff associate.

(3) "Interstate compact" means the contractual agreement among several states authorized by RCW 28A.93.010 and 28A.93.020 which facilitates interstate reciprocity.

(4) "Program approval" means the approval by the state board of education of a professional preparation program within Washington state.

(5) "Field experience" means a sequence of learning experiences which occur in actual school settings or clinical or laboratory settings. Such learning experiences are related to specific program outcomes and are designed to integrate educational theory, knowledge, and skills in actual practice under the direction of a qualified supervisor.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2), 89-01-041 (Order 26-88), § 180-78-010, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-010, filed 3/3/88; 87-09-011 (Order 3-87), § 180-78-010, filed 4/3/87. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-09-096 (Order 12-78), § 180-78-010, filed 9/1/78; 78-06-069 (Order 5-78), § 180-78-010, filed 5/26/78.]

WAC 180-78-025 Program approval. All programs leading to certification offered in Washington state to prepare teachers, administrators, and educational staff associates shall be approved pursuant to the requirements of this chapter.

[Statutory Authority: RCW 28A.70.005, 87-09-011 (Order 3-87), § 180-78-025, filed 4/3/87. Statutory Authority: RCW 28A.04.120 and 28A.70.005, 81-12-024 (Order 6-81), § 180-78-025, filed 6/1/81. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-06-069 (Order 5-78), § 180-78-025, filed 5/26/78.]

WAC 180-78-026 Existing approved programs. Professional preparation programs approved prior to January 1, 1989, shall continue to be approved until such college or university seeks reapproval pursuant to WAC 180-78-029 which, upon request to the superintendent of public instruction, may be delayed until the 1990-91 academic year.

[Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-026, filed 3/3/88.]

WAC 180-78-027 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-028 Procedures for initial approval of a professional preparation program. Each college or university desiring to establish a professional preparation program shall comply with the following:

(1) Advise the superintendent of public instruction of the desire to establish the professional preparation program.

(2) Establish, pursuant to WAC 180-78-065, the appropriate professional education advisory board.

(3) Develop, with the assistance of the professional education advisory board and designated officials of the superintendent of public instruction, a written plan which provides timelines for the implementation of all applicable program approval standards during the first year of the professional preparation program and submit such report to the superintendent of public instruction for review and comment and, if requested, resubmit such plan to the superintendent of public instruction.

(4) Present the written plan to the state board of education which shall approve such written plan and grant initial approval status if the state board of education is satisfied that the college or university intends to meet all program approval standards in accordance with reasonable and practical timelines and that the college or university has made the needed commitments, specifically personnel and other resources, to implement the plan: *Provided*, That prior to making a judgment on the college or university's request for approval, the state board of education shall review, if provided, written and oral evidence presented by the following:

(a) The designated college or university official.

(b) The superintendent of public instruction.

(c) The chair of the applicable professional education advisory board.

(d) Any other official deemed by the state board of education to have a legitimate interest in the approval status of the college or university.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2), 89-01-041 (Order 26-88), § 180-78-028, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-028, filed 3/3/88.]

WAC 180-78-029 Annual reapproval process. Colleges and universities with professional preparation programs approved by the state board of education shall request reapproval on an annual basis. Such reapproval shall be granted if the college or university provides the superintendent of public instruction with the following:

(1) An affidavit from the dean or director of the college, school, or other designation of the administrative unit required by WAC 180-78-150(5) that he or she has determined, to the best of his or her knowledge, that the professional preparation program is in compliance with the program approval rules for the professional preparation program or that the college or university has adopted a compliance plan which, in the opinion of the

superintendent of public instruction, will bring the program into compliance as soon as reasonably practicable.

(2) The annual report as required by WAC 180-78-047.

(3) *Provided*, That if the college or university is unable to provide the assurances required in subsection (1) of this section or if the superintendent of public instruction—after notice to the affected college or university and a reasonable opportunity for such college or university to resubmit—notifies the state board of education that the report required by WAC 180-78-047 is not in compliance, such college or university may make its request for reapproval directly to the state board of education. The state board of education shall make its determination regarding approval or disapproval on the basis of written and oral evidence, if provided, presented by the following:

(a) The designated official of the college or university.

(b) The superintendent of public instruction.

(c) The chair of the affected professional education advisory board.

(d) Any other official deemed by the state board of education to have a legitimate interest in the approval status of the college or university.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-029, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-029, filed 3/3/88.]

WAC 180-78-030 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-033 Probationary status. Colleges and universities with approved professional preparation programs shall not lose official approval status until the superintendent of public instruction formally notifies the college or university that the state board of education has taken final action to disapprove the professional preparation program: *Provided*, That colleges or universities shall be permitted for the current and one additional academic year following receipt of the formal notice of disapproval to continue as an approved professional preparation program on probationary status for the sole purpose of completing the professional preparation program for those candidates for certification currently enrolled in the professional preparation program and who are scheduled to complete such professional preparation program within such academic years and for the purpose, if elected, to regain state board of education approval.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-033, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-033, filed 3/3/88.]

WAC 180-78-035 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-036 SPI compliance review of professional preparation programs. The superintendent of public instruction, upon receipt of a complaint from any source or upon his or her own initiative, may review all

or any part of a professional preparation program for compliance with the provisions of this chapter. Such review is mandatory in the second year of operation of any new professional preparation program. If deviations are found, the superintendent of public instruction is authorized to negotiate with the college or university a compliance agreement which will bring the professional preparation program into compliance as soon as reasonably practicable but no later than the commencement of the succeeding academic year or six calendar months, whichever is later. If a compliance agreement is not negotiated, the superintendent of public instruction shall report such deviations to the state board of education which shall review the approval status of the college or university and make a determination whether the college or university is in compliance. If noncompliance is found by the state board of education, the professional preparation program shall be placed on probationary status and the probationary status provision of WAC 180-78-033 shall apply: *Provided*, That prior to making a judgment regarding compliance the state board of education shall review, if provided, written and oral evidence presented by the following:

(1) The designated college or university official.

(2) The superintendent of public instruction.

(3) The chair of the affected professional education advisory board.

(4) Any other official deemed by the state board of education to have a legitimate interest in the approval status of the college or university.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-036, filed 3/3/88.]

WAC 180-78-037 Procedures for reestablishment of approval status for a professional preparation program. The procedures for the reestablishment of state board of education approval of a professional preparation program shall be the same as the procedure for initial approval as provided in WAC 180-78-028 except that, if the professional preparation program continues to operate pursuant to the probationary status provision of WAC 180-78-033, the superintendent of public instruction may limit the content of the written plan required by WAC 180-78-028(3) to program standards determined by the superintendent of public instruction to be the cause of the college or university's probationary status.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-037, filed 3/3/88.]

WAC 180-78-040 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-045 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-047 Annual report by colleges and universities. Each college or university offering an approved professional preparation program shall submit by July 31 of each year, an annual report containing the following:

(1) The minutes of each professional education advisory board.

(2) The number of candidates recommended for initial and continuing certificates by type of certificate and endorsement areas.

(3) Other material related to the professional preparation programs requested by the superintendent of public instruction.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-047, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-047, filed 3/3/88.]

WAC 180-78-050 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-055 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-78-057 Approval of courses offered by an out-of-state college or university applicable to certification. In order for any education course offered by an out-of-state college or university within the state of Washington to be applicable to Washington state certification, prior approval must be obtained by the out-of-state college or university from the state board of education or its designee within the office of the superintendent of public instruction.

A course offered under such circumstances must comply with the following requirements to qualify for approval:

(1) Be offered by a college or university which is accredited in its respective region by the regional accrediting association;

(2) Be offered by a college or university which has had its Washington based course offerings reviewed and approved during the accreditation process required in subsection (1) of this section;

(3) Be offered by a college or university which is approved in its respective home state for purposes of preparing personnel for certification to serve in the common schools;

(4) File an application and provide evidence to the state board of education that the preceding requirements are met;

(5) *Provided*, That no college or university within the state of Washington having an approved professional education program shall be required to accept such course work as part of a certificate program: *And Provided Further*, That no out-of-state college or university shall offer a program of courses within Washington state for purposes of Washington state certification without meeting all program approval requirements set forth in this chapter.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-057, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-057, filed 3/3/88. Statutory Authority: RCW 28A.04.120 and 28A.70.005. 81-12-024 (Order 6-81), § 180-78-057, filed 6/1/81.]

WAC 180-78-060 Preparation of superintendents. In accordance with RCW 28B.10.140, the only public

institutions authorized to recommend an endorsement for superintendents shall be the University of Washington and Washington State University.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-060, filed 3/3/88. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-096 (Order 12-78), § 180-78-060, filed 9/1/78.]

WAC 180-78-063 Responsibilities of deans, directors, or other designated administrator. Each college or university operating an approved professional preparation program shall require the dean, director, or other designee of the administrative unit required by WAC 180-78-150(5) to coordinate the following college or university responsibilities:

(1) Formation of professional education advisory boards.

(2) Management of operations and resources for each professional preparation program.

(3) Filing of affidavits and reports required by this chapter and chapter 180-75 WAC.

(4) Dissemination of information relative to initial and continuing certification procedures and requirements.

(5) The application process for professional certification.

(6) Establishing and administering a process to counsel and assist applicants in the processing of applications for initial and continuing certificates and endorsements thereon: *Provided*, That colleges and universities need not provide such assistance to applicants who have completed less than fifteen quarter (ten semester) hours of course work at the respective college or university.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-063, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-063, filed 3/3/88.]

WAC 180-78-065 Required professional education advisory board. Colleges and universities seeking approval by the state board of education as an approved professional preparation program and in order to maintain such approval status shall establish a professional education advisory board for each of the following program areas for which the college or university seeks approval or maintains an approved preparation program:

(1) Teacher.

(2) Administrator.

(3) Educational staff associate, communication disorder specialist.

(4) Educational staff associate, school counselor.

(5) Educational staff associate, reading resource specialist.

(6) Educational staff associate, school psychologist.

(7) Educational staff associate, school social worker.

(8) Educational staff associate, school nurse.

(9) Educational staff associate, school physical therapist.

(10) Educational staff associate, school occupational therapist.

(11) *Provided*, That a college or university may combine any or all professional education advisory boards

for educational staff associate professional preparation programs as long as the membership thereof consists of the following:

(a) One or more educational staff associates appointed by the president of the respective professional association specified in WAC 180-78-085 through 180-78-120 for each professional preparation program within the college or university and that such membership by educational staff associates constitutes one-half or more of the membership on the combined educational staff associate professional education advisory board.

(b) One or more classroom teachers appointed by the president of the Washington education association.

(c) One or more principals appointed by the president of the association of Washington school principals.

(d) One or more administrators appointed by the president of the Washington association of school administrators.

(e) The chief administrator of each professional preparation program as designated by the college or university president. The college or university president also shall appoint one of such chief administrators as the executive officer of such combined board who shall be responsible for administering all combined board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrators serve as nonvoting members of the combined board, such membership shall not count for the purpose of compliance with (a) of this subsection.

(12) *Provided, Further*, That the failure of a designated organization, as specified in WAC 180-78-075 through 180-78-120 to make appointments to the designated board, or to make such appointments in a timely manner, shall not cause the approved professional preparation program to lose its approval status.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-065, filed 3/3/88.]

WAC 180-78-068 Joint professional education advisory board. Any two or more colleges and/or universities may agree to have the same professional education advisory board for their respective professional preparation program at such college or university.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-068, filed 3/3/88.]

WAC 180-78-070 Terms of service for professional education advisory board members. Terms of service on professional education advisory boards shall be designated in the bylaws of such boards.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-070, filed 3/3/88.]

WAC 180-78-073 Qualification to be appointed to professional education advisory boards. Except as otherwise provided in WAC 180-78-074, appointees to service on professional education advisory boards from required agencies, other than the designee of the college or university president, at the time of their appointment must be employed in or reside in a school district with which the college or university has a current written

agreement to provide field experiences for students involved in the professional preparation program for which the professional education advisory board has responsibility. The purpose of this section is to ensure that the interest of such districts are considered in the deliberative process of the respective professional education advisory board.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-073, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-073, filed 3/3/88.]

WAC 180-78-074 Additional membership on professional education advisory boards. Once established in accordance with the membership requirements of this chapter, professional education advisory boards may authorize the appointment of additional representatives from other school districts or other public and private agencies as long as one-half or more of the members of the professional education advisory board consist of representatives from the role for which the professional education advisory board has responsibility. If any professional education advisory board receives a written request from other school districts or other public or private agencies for representation on such professional education advisory board, the current members of such professional education advisory board shall vote on such request at the next regular meeting of such board: *Provided*, That a college or university may elect to add private school representatives to a professional education advisory board without adding to the representation from the role for which the professional education advisory board has responsibility if the professional education advisory board authorizes such action by a majority vote.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-074, filed 3/3/88.]

WAC 180-78-075 Professional education advisory board for teacher preparation programs. The professional education advisory board for the teacher preparation program shall consist of the following:

(1) One-half or more of classroom teachers appointed by the president of the Washington education association from nominations submitted by the presidents of local units of the association: *Provided*, That a private college or university that has placed more than fifty percent of its graduates of the teacher certification program within the previous three academic years in private schools may appoint up to one-half of the classroom teachers required by this subsection from nominations from faculties of private schools in which the college or universities places student teachers or teachers.

(2) One or more principals appointed by the president of the association of Washington school principals.

(3) One or more administrators appointed by the president of the Washington association of school administrators.

(4) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator for the teacher

preparation program at the college or university, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2), 89-01-041 (Order 26-88), § 180-78-075, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-075, filed 3/3/88.]

WAC 180-78-080 Professional education advisory board for administrator preparation program. The professional education advisory board for the administrator preparation program shall consist of the following:

(1) One-half or more of administrators, one-half appointed by the president of the Washington association of school administrators of which at least one appointee shall be a program administrator and one-half appointed by the president of the association of Washington school principals.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator for the administrator preparation program at the college or university, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-080, filed 3/3/88.]

WAC 180-78-085 Professional education advisory board for ESA, CDS. The professional education advisory board for the educational staff associate professional preparation program for communication disorder specialist shall consist of the following:

(1) One-half or more of communication disorder specialists appointed by the president of the Washington speech and hearing association.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the

communication disorder specialist preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-085, filed 3/3/88.]

WAC 180-78-090 Professional education advisory board for ESA, school counselor. The professional education advisory board for the educational staff associate professional preparation program for school counselors shall consist of the following:

(1) One-half or more of school counselors appointed by the president of the Washington school counselors association.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the school counselor preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-090, filed 3/3/88.]

WAC 180-78-095 Professional education advisory board for ESA, reading resource specialist. The professional education advisory board for the educational staff associate professional preparation program for reading resource specialist shall consist of the following:

(1) One-half or more of reading resource specialists appointed by the president of the Washington chapter of the International Reading Association.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the reading

resource specialist preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-095, filed 3/3/88.]

WAC 180-78-100 Professional education advisory board for ESA, school psychologist. The professional education advisory board for the educational staff associate professional preparation program for school psychologist shall consist of the following:

(1) One-half or more of school psychologists appointed by the president of the Washington association of school psychologists.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the school psychologist preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-100, filed 3/3/88.]

WAC 180-78-105 Professional education advisory board for ESA, school social worker. The professional education advisory board for the educational staff associate professional preparation program for school social workers shall consist of the following:

(1) One-half or more of school social workers appointed by the president of the Washington association of school social workers.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the school

social workers preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-105, filed 3/3/88.]

WAC 180-78-110 Professional education advisory board for ESA, school nurse. The professional education advisory board for the educational staff associate professional preparation program for school nurses shall consist of the following:

(1) One-half or more of school nurses selected by the president of the school nurses organization of Washington.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the school nurse preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-110, filed 3/3/88.]

WAC 180-78-115 Professional education advisory board for ESA, school physical therapist. The professional education advisory board for the educational staff associate professional preparation program for school physical therapists shall consist of the following:

(1) One-half or more of school physical therapists appointed by the president of the Washington state physical therapy association.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the school physical therapist preparation program, as designated by

the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a non-voting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-115, filed 3/3/88.]

WAC 180-78-120 Professional education advisory board for ESA, school occupational therapist. The professional education advisory board for the educational staff associate professional preparation program for school occupational therapists shall consist of the following:

(1) One-half or more of school occupational therapists appointed by the president of the Washington state occupational therapy association.

(2) One or more classroom teachers appointed by the president of the Washington education association.

(3) One or more principals appointed by the president of the association of Washington school principals.

(4) One or more administrators appointed by the president of the Washington association of school administrators.

(5) One or more college or university faculty or administrators appointed by the college or university president including the chief administrator of the school occupational therapist preparation program, as designated by the college or university president. Such chief administrator shall serve as the executive officer of the board and shall be responsible for administering all board activities, including liaison with the faculty: *Provided*, That if the college or university elects to have such chief administrator or faculty or administrators serve as a nonvoting member, such membership shall not count for the purpose of compliance with subsection (1) of this section.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-120, filed 3/3/88.]

WAC 180-78-125 Responsibilities of professional education advisory boards. Professional education advisory boards shall perform the following responsibilities:

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

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

(3) 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.

(4) Advise the college or university regarding the development, implementation, and revision of the professional preparation program for the area represented by the professional education advisory board.

(5) Review, evaluate, and make recommendations for each of the specific requirements of WAC 180-78-145(2).

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

(7) Review each year 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 (4) of this section.

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

(9) Perform any other function which has the mutual written approval of the college or university and the professional education advisory board.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-125, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-125, filed 3/3/88.]

WAC 180-78-130 Substitute pay for members of professional education advisory boards. Service on professional education advisory boards by certificated employees is deemed by the state board of education as a committee formed for the purpose of furthering education within the state; and, the superintendent of public instruction, in conformance with the provisions of RCW 28A.41.180, shall make payments to school districts for needed substitutes.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-130, filed 3/3/88.]

WAC 180-78-140 Program approval standards for approved preparation programs. The program approval standards for an approved preparation program are as follows:

(1) **PROFESSIONAL EDUCATION ADVISORY BOARDS:** The college or university, in conformance with the provision of WAC 180-78-145, has established and maintained a professional education advisory board to participate in and cooperate with the college or university on decisions related to the development, implementation, and revision of each professional preparation program—i.e., teacher, administrator, and affected educational staff associates.

(2) **SEPARATE ADMINISTRATIVE UNIT:** A separate college, school, department, or other administrative unit within the college or university, in conformance with the provision of WAC 180-78-150, has been established and maintained as responsible for professional preparation programs, including development of professional preparation programs, including curriculum, admission standards, and other matters related to the professional preparation programs.

(3) **ADEQUATE RESOURCES:** Adequate resources, in conformance with the provision of WAC 180-78-155,

have been committed and are available to the professional preparation program in the areas of personnel, finance, learning resources, physical facilities, equipment, materials, and supplies that permit the offering of quality professional preparation programs.

(4) **CANDIDATE ADMISSION AND RETENTION POLICIES:** Policies, in conformance with the provision of WAC 180-78-160, have been established and maintained for admission to and retention in the professional preparation program.

(5) **CANDIDATE KNOWLEDGE AND SKILLS POLICIES:** Policies, in conformance with the provision of WAC 180-78-165, have been established and maintained requiring all candidates for certification to demonstrate knowledge and skills required for the particular certificate and areas of endorsement.

(6) **CANDIDATE FIELD EXPERIENCE POLICIES:** Policies, in conformance with the provision of WAC 180-78-170, have been established and maintained requiring all candidates for certification to complete a field experience required for the particular certificate.

(7) **PROGRAM DEVELOPMENT:** The college or university, in conformance with the provision of WAC 180-78-175, has based the components of the professional preparation program on a theoretically sound and research-based framework, has established procedures for the review of such theory and research regularly, and has made a commitment to revise the professional preparation program based on evaluation of the program and relevant new knowledge in the field.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-140, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-140, filed 3/3/88.]

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 its responsibilities under WAC 180-78-125. In determining compliance with this subsection, the following written documentation must be available for review:

(a) Documentation is available that the professional education advisory board has participated in a review of and made recommendations about:

(i) 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.

(ii) 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.

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

(iv) Alternative professional preparation programs, if developed.

(v) The curriculum materials and media collection.

(vi) The evaluation data, including course, field, and follow-up data, on the professional preparation program's effectiveness.

(vii) The extent to which the college or university addresses the state board of education standards.

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

(b) Written minutes are available for each meeting of each professional education advisory board including: Attendance by individuals and the agencies they represent, agenda items, substantive issues discussed, actions taken, and a list of all recommendations for change.

(c) 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.

[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 180-78-150 Evidence of compliance with separate administrative unit program approval standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the separate administrative unit program approval standard of WAC 180-78-140(2):

(1) The composition and organization of the separate administrative unit is clearly described in writing, including the relationship of the unit to the total administrative and decision-making structure of the institution.

(2) The structure for maintaining effective two-way communications between the separate education unit and other affected departments within the college or university is described in writing.

(3) A clear, well-established, comprehensive set of written policies and procedures related to administration and operations exists and are made available to affected parties.

(4) Policy actions are accurately reported in the written records of the administrative unit. There is evidence that policies are reviewed, revised when necessary, implemented, and enforced.

(5) An officially designated administrator is responsible for the management of operations and resources for each professional preparation program.

(6) Specific staff members are assigned responsibility for advising applicants for certification and endorsements and for maintaining accurate certification records.

(7) The decision-making structure for the separate administrative unit ensures participation of affected professional education advisory boards, faculty, and students.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2), 89-01-041 (Order 26-88), § 180-78-150, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-150, filed 3/3/88.]

WAC 180-78-155 Evidence of compliance with adequate resources program standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the adequate resources program approval standard of WAC 180-78-140(3):

(1) Personnel assigned teaching and administrative responsibilities have masters or doctoral degrees. With the exception of school occupational therapist and school physical therapist programs, teacher, administrator, and ESA programs have at least one FTE faculty member with a doctoral degree whose primary responsibility is to that specific professional preparation program.

(2) The composition of the faculty shall evidence compliance with affirmative action policies or the college or university must allocate sufficient resources to implement an effective affirmative action program.

(3) Written policies respecting faculty loads in the professional preparation department, division, or school have been established and provide recognition for various types of assignments—e.g., teaching undergraduate or graduate classes, advising, directing seminars, supervising clinical experiences, and directing theses and dissertations. Policies shall exist defining workload equivalents for special faculty assignments, including field experiences.

(4) Financial resources are available for faculty members to support their teaching, advising, writing, research, and other responsibilities. Supporting resources shall include, but not be limited to:

(a) Direct financial assistance for research and professional travel.

(b) Allocated annual budgeted funds for library resources to support course offerings.

(c) Secretarial help and resources such as copying machines, computers, etc.

(5) All faculty who are not full time shall meet the college and university requirements for appointment to the full-time faculty and, upon initial appointment, shall be given a specially designed orientation to the professional preparation program.

(6) At least seventy-five percent of the required courses offered annually in each professional preparation program must be taught by full-time faculty or by adjunct faculty who are or will be involved annually in offering specific courses in the professional preparation

program and who are invited to participate with the full-time faculty in all regular meetings related to the professional preparation program.

(7) The budget for the college and university professional preparation program's administrative unit is available for review. Information pertinent to each of the professional preparation programs is provided, including:

(a) Expenditures for administration, faculty, and support services.

(b) Income derived from tuition and fee charges.

(8) For each professional education program offered, all faculty, including adjunct faculty, have assigned space necessary to prepare for classes, conduct research and write, and meet privately with students.

(9) Facilities are accessible or alternative arrangements have been made for individuals with disabilities or handicaps.

(10) Centralized curriculum materials and media collections containing current examples of school and/or professional texts and supporting curriculum materials are available for student use.

(11) The library budget contains specific allotments for annual purchases to support the professional preparation program.

(12) Library holdings and those holdings readily accessible from other sources are reviewed at least once every five years using, where available, model listings and guidelines of professional organizations in order to maintain an adequate collection of the scope, breadth, and currency to support each professional preparation program.

[Statutory Authority: RCW 28A.70.005, 88-07-002 (Order 7-88), § 180-78-155, 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 Washington Pre-College Test (WPCT) or an equivalent standard score on the comparable portions of the Scholastic Aptitude Test (SAT) American

College Test (ACT), or the Graduate Record Examination (GRE). Equivalent standard scores shall be determined by the superintendent of public instruction and affected agencies shall be notified in official bulletins of the superintendent of public instruction.

(d) *Provided*, That until June 30, 1989, college and universities with approved preparation programs may permit candidates to enter the professional preparation program with a minimum composite score of eighty or more on the verbal and quantitative subtests of the WPCT or an equivalent score on the comparable portion of the SAT, ACT, or GRE.

(e) [*Provided further*, 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), (c), and (d) of this subsection, shall be exempted from meeting such requirements.

(f) [*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.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.]

Reviser's note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 180-78-165 Evidence of compliance with candidate knowledge and skills policies program approval

standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the candidate's knowledge and skills policies program approval standard of WAC 180-78-140(5):

(1) The applicable program approval requirements of WAC 180-78-210 through 180-78-300 are incorporated into course and field experience requirements of all candidates in the professional preparation program.

(2) Courses and field experiences addressing the state standards are evaluated by the students as to the extent to which the required state standards have been covered and by the instructor as to the extent to which the candidates achieve and/or demonstrate mastery of the required standards.

(3) Candidates complete the professional preparation program approved by the state board of education.

(4) The programs of study for each endorsement area include the state's minimum essential areas of study. Any additional requirements for an endorsement are developed by using the national association of state directors of teacher education and certification (or other professional association) standards as guidelines. The recommended course of study, including alternatives, shall be available for students and evaluation pursuant to this section.

(5) Examples of test questions and answers, performance assessments, and other forms of evaluations used in courses, practica and other aspects of the program, verify the demonstration of all minimum state standards, including the respective general and role-specific minimum state standards.

(6) The required programs of study in each professional preparation program are designed to provide for individual differences in learner rate and style. The required course of study, including alternatives, for each professional preparation program—i.e., teacher, educational staff associate, and administrator—shall be available for students and evaluation pursuant to this section.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-165, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-165, filed 3/3/88.]

WAC 180-78-170 Evidence of compliance with candidate field experience policies program approval standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the candidate field experience policies program approval standard of WAC 180-78-140(6):

(1) Field experiences prior to student teaching, practicum, or internship requirements shall consist of no less than forty hours of structured observation of one or more professionals serving in the role for which the candidate is being prepared.

(2) Agreements exist between the college or university and the agencies providing field sites for field experiences which specify the role of the involved agencies and the responsibilities and contributions each will make to the field program.

(3) Candidates participate in structured experiences with ethnic, racial, and cultural populations and with special education and highly capable students. Such experiences provide opportunities for candidates to understand the unique contributions, similarities, differences, interdependencies, and special needs of students with particular emphasis on those from varying racial, cultural, linguistic, and socio-economic backgrounds.

(4) Field experiences integrate theory and practice and are documented by written records which describe:

(a) Specifications for selecting field sites and field personnel.

(b) Criteria for assigning students to field settings, including provisions for changes in assignments if necessary.

(c) Responsibilities of college and university supervisors and school personnel working with candidates in planning, instruction, observation, evaluation, and/or grading.

(d) Knowledge and skills relevant to the respective roles specified in WAC 180-78-205 through 180-78-325.

(5) School personnel working with candidates for the required eight weeks field experiences must have had three years experience in the role supervised (i.e., as a teacher, administrator, or ESA), have been oriented to their responsibilities, and have been given training by the college or university and/or school district in their role and responsibilities.

(6) Records of observations are maintained for each candidate in the professional preparation program. Such records shall document at least eight hours of observation by a college or university supervisor.

(7) Standards for evaluating the candidate's successful completion of the required student teaching, practicum, or internship shall include the following categories:

(a) The state's minimum criteria, as set forth in chapter 392-191 WAC, for the evaluation of certificated employees, if applicable to the role.

(b) The state's general and role specific skills as set forth in WAC 180-78-205 through 180-78-325.

(c) Current research findings as reported in relevant professional publications.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-170, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-170, filed 3/3/88.]

WAC 180-78-175 Evidence of compliance with program development approval standard. The following evidence shall be evaluated to determine whether each professional preparation program is in compliance with the program development approval standard as required by WAC 180-78-140(7):

(1) The program of study and field experiences are based on knowledge of professional practice, theory, and current research.

(2) Specific individuals or groups are assigned the responsibility for follow-up, evaluation, program revision, and long range planning.

(3) Placement records for all graduates are maintained and annual summaries are prepared.

(4) Follow-up studies of graduates, including data from their employers, are used to assess the quality of the professional preparation program and as a basis for revisions and improvements in the professional preparation program. Follow-up data will include information about the competence of graduates during their first year of professional service.

(5) Evaluation data on the professional preparation program, including all external program reviews, are submitted to the appropriate professional education advisory board and faculty and are available for review and analysis.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-175, filed 3/3/88.]

WAC 180-78-180 Program quality review. Each college or university authorized to conduct one or more approved professional preparation programs shall provide for a quality review of all professional preparation programs during the fourth year of initial authority to provide one or more such programs and every five years thereafter. Colleges and universities currently operating one or more approved preparation programs shall conduct a quality review prior to 1993. The report of the quality review team shall address each of the mandatory items in WAC 180-78-190 and shall contain recommendations for the improvement of each approved professional preparation program within the college or university. The report of the quality review team shall be presented to the dean or director of the college, school, or other designation of the administrative unit required by WAC 180-78-140, the college or university president, and the governing board of the college or university. Members of the quality review team shall consist of the following:

(1) The superintendent of public instruction or his or her designee who shall serve as chair of the quality review team.

(2) The president of the state board of education or his or her designee from such board.

(3) The chair of the higher education coordinating board or his or her designee from such board.

(4) The chair of the professional education advisory committee, created by WAC 180-78-015, or his or her designee.

(5) The president of the Washington education association or his or her designee.

(6) The president of the Washington school directors' association or his or her designee.

(7) The president of the Washington association of school administrators or his or her designee.

(8) The president of the association of Washington school principals or his or her designee.

(9) The president of the Washington federation of independent schools or his or her designee.

(10) The president of the following organizations or his or her designee if the college or university has an educational staff associate professional preparation program in the respective professional field:

- (a) Washington speech and hearing association.
- (b) Washington school counselor association.
- (c) Washington chapter of the international reading association.
- (d) Washington association of school psychologists.
- (e) Washington association of school social workers.
- (f) School nurses organization of Washington.
- (g) Washington state physical therapy association.
- (h) Washington state occupational therapy association.

(11) The chair of the Washington council of deans and directors of education or his or her designee.

(12) *Provided*, That the failure of a designated organization, as specified above, to make appointments, or to make such appointments in a timely manner, shall not cause the approved college or university to lose its approval status and shall not be a reason to impede the formation and operation of the quality review team.

(13) *Provided further*, That the designated college or university official may request any of the above designated officials to reconsider serving or reconsider the designee appointed and such designated official shall reconsider and notify the college or university of his or her decision in writing.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-180, filed 3/3/88.]

WAC 180-78-185 Alternative quality review team.

As an alternative to the quality review team provided in WAC 180-78-180, the college or university may request the superintendent of public instruction to negotiate with the national council for accreditation of teacher education to conduct the quality review required by WAC 180-78-170. If such negotiations are successful and approved by the state board of education, the college or university may contract with such council to perform the quality review required by WAC 180-78-190. Conditions required for approval by the superintendent of public instruction shall consist of the following:

(1) Representatives on the review team appointed by the national council for accreditation of teacher education from the following:

- (a) National or state professional organizations of teachers;
- (b) National or state professional organizations of administrators;
- (c) National or state professional organizations of higher education faculty;
- (d) The designee of the superintendent of public instruction.

(2) An agreement by the national council of accreditation of teacher education to address each of the mandatory items required by WAC 180-78-190.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-185, filed 3/3/88.]

WAC 180-78-190 Mandatory items for review by quality review team. The following items shall be reviewed by the quality review team:

(1) All written policies of the college or university related to the professional preparation programs offered by such college or university.

(2) The current budget and budgets for the preceding four years of the college or university related to the professional preparation programs offered by such college or university.

(3) All recommendations for improvement of the professional preparation program specifically addressed to the quality review team by one or more of the following:

- (a) Faculty and students of the college or university.
- (b) Professional education advisory boards.

(c) Professional organizations, including any specialized association of educators.

(d) Any individual that the quality review team determines has a legitimate interest in one or more of the professional preparation programs.

(4) Any item which one-third or more of the members of the quality review team determine to be worthy of investigation and study by the quality review team.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-190, filed 3/3/88.]

WAC 180-78-191 Exit examination requirement--Required for program approval. Commencing January 1, 1990, no college or university's preparation program shall be or continue to be approved by the state board of education unless such college or university requires all candidates recommended for certificates to pass an exit examination administered in accordance with the provisions of WAC 180-78-192 through 180-78-195.

[Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-191, filed 4/3/87.]

WAC 180-78-192 Exit examination requirement--Panel of examiners. The chief administrator for professional preparation in education as designated by the college or university president shall appoint annually a panel of examiners which shall have the following duties:

(1) Prepare questions to be used on each exit examination. Such questions shall consist primarily of essay questions but may consist of some objective questions.

(2) Recommend to the chief administrator prior to the administration of such examination the passing score for each part of the examination.

(3) Supervise the administration and grading of the examination.

[Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-192, filed 4/3/87.]

WAC 180-78-193 Exit examination requirement--Mandatory topics. The examination shall be divided into three parts as follows:

(1) Part I shall address each of the general knowledge requirements specified in WAC 180-79-131 common to and required in the training of all candidates for professional certification—i.e., teachers, administrators, and educational staff associates.

(2) Part II shall address each of the general knowledge requirements specified in WAC 180-79-136 common to and required in the training of all candidates for teaching certificates.

(3) Part III shall address each of the general knowledge requirements as set forth in WAC 180-79-140 common to and required in the training of all candidates for administrative certificates.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120 (1)(2). 89-01-041 (Order 26-88), § 180-78-193, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-193, filed 3/3/88; 87-09-011 (Order 3-87), § 180-78-193, filed 4/3/87.]

WAC 180-78-194 Exit examination requirements--Mandatory parts for certification. As a condition for recommendation for certification by an institution of higher education, candidates must pass the following parts.

(1) Candidates for teacher, administrator, and educational staff associate certificates must pass Part I.

(2) Candidates for teacher certificates must pass Part II.

(3) Candidates for administrator certificates must pass Part III.

(4) *Provided*, That candidates who provide satisfactory evidence of passage of one or more of the above noted parts at such or another Washington state college or university shall not be required to retake such part or parts.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-194, filed 3/3/88; 87-09-011 (Order 3-87), § 180-78-194, filed 4/3/87.]

WAC 180-78-195 Exit examination requirement--Standards for administration. The following standards shall govern the administration of the examination:

(1) The examination shall be administered at least twice per calendar year, and shall be separate from the examination required in any college or university course.

(2) Candidates shall take only the parts of the examination applicable to the type of certification for which they are completing an approved preparation program and college and universities may impose restrictions on the number of times any candidate may stand for all or part of the examination.

(3) The examination shall be monitored to ensure an atmosphere conducive to testing. Such monitoring shall include preadministration security of the content of the examination.

(4) The testing time for each of the mandatory four parts shall be at least one hundred fifty minutes.

(5) Each candidate taking the examination shall be assigned a number for identification purposes and the names assigned to each number shall not be revealed to any member of the panel of examiners or persons grading such examinations.

(6) Grading procedures shall be designed to require each examination with less than a passing score for any of the mandatory parts to be challenged and regraded.

(7) A copy of each examination question previously administered shall be available in a designated library for review by prospective candidates, and a copy of each

examination shall be forwarded to the superintendent of public instruction within thirty days of announcing the examination results.

(8) Institutions of higher education also shall report, within thirty days of announcing the examination results, any fees charged candidates and the approximate cost of administration of such examination, including the grading thereof, on forms supplied by the superintendent of public instruction.

(9) Candidate examination answers shall not be returned to the candidate but shall remain on file for three years for examination by such candidate and designated representatives of the superintendent of public instruction.

[Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-195, filed 4/3/87.]

WAC 180-78-197 Exit examination requirements--Pilot programming. Nothing within WAC 180-78-191 through 180-78-195 precludes colleges or universities from piloting, prior to January 1, 1990, the exit examination required by this chapter.

[Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-197, filed 4/3/87.]

WAC 180-78-198 Revision of generic standards. The state board of education hereby acknowledges that the generic standards for certification of professional educators within chapter 180-79 WAC are in need of revision. For example, WAC 180-79-130 sets forth the minimum initial generic requirements for teachers, administrators, and educational staff associates. However, some of the requirements within WAC 180-79-130 are not common to all professional certificates, particularly candidates for educational staff associate certificates. Therefore, WAC 180-79-130 needs to be revised to include only initial generic requirements common to all professional certification. Similar revision is needed for the specific initial generic requirements for teachers, educational staff associates, and administrators revision must be timely in order to provide colleges and universities with professional preparation programs, and the students enrolled therein, at least two years advance notice of the topics to be included with the exit examination required by this chapter. The superintendent of public instruction is hereby directed by the state board of education to review and present to the state board of education by September 1987 recommendations for the revision of generic standards within chapter 180-79 WAC.

[Statutory Authority: RCW 28A.70.005. 87-09-011 (Order 3-87), § 180-78-198, filed 4/3/87.]

WAC 180-78-199 Uniform admission to practice examination. The examination required by WAC 180-78-191 through 180-78-195 is intended by the state board of education to be transitional to the adoption of a uniform admission to practice examination administered by the state board of education. The superintendent of public instruction shall present to the state board of education by January, 1991, the necessary administrative

rules for a uniform state administered admission to practice examination for professional educators which shall commence in August, 1993 for candidates applying for initial certificates after August 31, 1993.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-199, filed 3/3/88; 87-09-011 (Order 3-87), § 180-78-199, filed 4/3/87.]

WAC 180-78-205 Program approval requirement--General knowledge required by all candidates for certification. An approved preparation program shall require all candidates for certification to complete course work that covers the general knowledge required in WAC 180-79-131 for all candidates for certification unless waived pursuant to WAC 180-78-215, 180-78-235, or 180-78-285.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-205, filed 3/3/88.]

WAC 180-78-210 Program approval requirement--General skills demonstration by all candidates for certification. An approved preparation program shall require all candidates for certification to demonstrate in their field experience their skills in the following areas:

(1) DIVERSE POPULATIONS. Candidate must demonstrate their ability to work effectively with students of various backgrounds, including:

(a) Students with exceptional needs, including those with handicapping conditions and the highly capable.

(b) Students from racial and/or ethnic population other than the candidates.

(2) SCHOOL, HOME, AND COMMUNITY. Candidates must demonstrate their ability to integrate education policies with the school, home, and community by:

(a) Participating in the designing of activities that involve parents in the learning process of their children.

(b) Using home and community resources to enhance the school program.

(c) Working cooperatively with students, parents, colleagues, and community members in a professional manner.

(d) Applying knowledge of school law to practices involving the school, home, and community.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-210, filed 3/3/88.]

WAC 180-78-215 Program approval requirement--General knowledge required by all candidates for certification as teachers. An approved preparation program for teachers shall include course work, either separate or combination of courses, that cover the general knowledge required in WAC 180-79-131 and 180-79-136 for all candidates for certification as teachers: *Provided*, That the college or university may waive the required course work for any candidate, based on an individual determination, if the college or university determines that previous work experiences, other course work, or alternative learning experiences have or will provide the candidates with the knowledge and skills otherwise to be gained from the required course work: *Provided further*, That in the event the candidate has served as a teacher

aide in a public or an approved private school and the candidate so requests and provides appropriate documentation, the college or university must evaluate the candidate pursuant to WAC 180-78-225.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-215, filed 3/3/88.]

WAC 180-78-220 Program approval requirement--General skills demonstration by all candidates for certification as teachers. An approved preparation program shall require all candidates for certification as teachers to demonstrate in their field experience their skills in the following areas:

(1) CLASSROOM MANAGEMENT AND DISCIPLINE. Candidates must demonstrate their ability to manage the physical environment and human dynamics of the classroom by demonstrating their ability to:

(a) Maintain a positive affective environment.

(b) Maintain instructional momentum.

(c) Motivate students.

(d) Handle student disruption quickly and effectively.

(e) Use questioning skills effectively.

(f) Handle transition.

(g) Monitor seatwork.

(h) Assign homework.

(2) INSTRUCTIONAL METHODOLOGY. Candidates must demonstrate their ability to assist students in the learning process by demonstrating their ability to:

(a) Design alternative instructional activities to meet individual student's needs.

(b) Teach using alternative models of instruction—i.e., information processing and personal, social, and behavioral systems.

(c) Be aware of and understand the various values, life styles, history, and contributions of various identifiable subgroups of society, including the ability to recognize and deal with dehumanizing biases of sexism, racism, prejudice, and discrimination and the impact of such biases on interpersonal relations.

(d) Meet the needs of exceptional students requiring special instruction, making referrals when appropriate for formal assessment, using appropriate methods and materials, and adapting the regular curriculum for such students.

(e) Use audio-visual materials, the computer, and other technological developments for instruction.

(3) TESTING AND EVALUATION. Candidates must demonstrate their ability to use both formative and summative evaluation techniques in order to evaluate, and assess programs, students, and their own teaching by:

(a) Assessing students' basic skill levels in content areas.

(b) Assessing student reading levels and identifying content area reading requirements.

(c) Designing, and evaluating an instructional unit's effectiveness.

(d) Designing and evaluating a student's performance.

(e) Designing and evaluating their own teaching effectiveness.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-220, filed 3/3/88.]

WAC 180-78-225 Special consideration for certain former teacher aides. If a former teacher aide presents evidence to the college or university that such candidate has served as a teacher aide in public or approved private school within the previous seven calendar years and that at least fifty percent of the candidate's work as a teacher's aide was involved in instructional activities with children under the supervision of a certificated teacher and that the candidate worked a minimum of six hundred thirty hours for any one school year, the college or university must weigh the following evidence:

(1) The written joint assessment of the candidate performance, required by RCW 28A.04.120 (3)(b), which was prepared and submitted by the supervising teacher and building principal.

(2) Any other information which the college or university determines relevant to its individual determination.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-225, filed 3/3/88.]

WAC 180-78-230 Program approval requirement--Field experience for all candidates for certification as teachers. An approved preparation program for teachers shall require a field experience which includes observations and at least eight full weeks or equivalent of practice teaching in an educational setting. For the purpose of this section "eight full weeks" means two hundred forty hours of observation and classroom teaching of which at least one hundred twenty hours shall be actual teaching. The field experience requirement may be waived or reduced in length for any candidate who has served as a classroom teacher, a college or university instructor, or a teacher's aide if the college or university determines the previous experience was substantially equivalent in whole or part to the experience otherwise to be gained in the required field experience. Components of the required field experience shall include:

(1) Demonstration by the candidate that he or she has the general skills required in WAC 180-78-210 of all candidates for certification.

(2) Demonstration by the candidate that he or she possesses the general skills required in WAC 180-78-220 of all candidates for certification as a teacher.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-230, filed 3/3/88.]

WAC 180-78-235 Program approval requirement--General knowledge required by all candidates for certification as administrators. An approved preparation program for administrators shall include course work, either separate or combination of courses, that cover the general knowledge required in WAC 180-79-131 and 180-79-140 for all candidates for certification as administrators: *Provided*, That the college or university may waive the required course work for any candidate, based on an individual determination, if the college or university determines that previous work experiences, other course work, or alternative learning experiences have or will provide the candidates with the knowledge and skills otherwise to be gained from the required course work.

[1988 WAC Supp--page 654]

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-235, filed 3/3/88.]

WAC 180-78-240 Program approval requirement--Specific knowledge requirement for certification as administrators. An approved preparation for endorsement as a program administrator, principal, or superintendent shall require the candidate to demonstrate their specific knowledge requirements as set forth in WAC 180-78-250, 180-78-255, and 180-78-260 in written examinations as part of required course work specifically designed by the college or university for receipt of an endorsement in the specific role or in separate written examinations.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-240, filed 3/3/88.]

WAC 180-78-245 Program approval requirement--General skills demonstration by all candidates for certification as administrators. An approved preparation program shall require all candidates for certification as administrators to demonstrate in their field experience their skills in the following areas:

(1) **PUBLIC POLICY ANALYSIS.** Candidates must demonstrate their ability to apply organizational theory to policy issues in program management in each of the following areas:

- (a) Personnel management.
- (b) Fiscal management.
- (c) Community relations.

(2) **SCHOOL LAW.** Candidates must demonstrate their ability to apply knowledge of the legal environment of education systems in each of the following areas:

- (a) Student conduct, discipline, and rights.
- (b) Personnel management.
- (c) Fiscal management.
- (d) Program management, including special education and other categorical programs.
- (e) Public information and disclosure.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-245, filed 3/3/88.]

WAC 180-78-250 Program approval requirement--Specific knowledge and skills for program administrators. An approved preparation program for program administrators shall require the candidate to demonstrate in their field experience knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF FIELD OR SPECIALIZATION.** The candidate shall have depth of knowledge and skill in a specific field or specialization of program administration.

(2) **PROGRAM DEVELOPMENT AND MANAGEMENT.** The candidate has the knowledge and skill to:

- (a) Set goals and objectives relative to a specific program.
- (b) Delegate responsibility.
- (c) Stimulate subordinates to perform.
- (d) Involve those with expertise and interest in development of goals, objectives, and programs.

(3) **STAFF DEVELOPMENT.** The candidate can design and conduct in-service and continuing education experiences for personnel in a specific field or specialization.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-250, filed 3/3/88.]

WAC 180-78-255 Program approval requirement—Specific knowledge and skills for principals. An approved preparation program for principals shall require the candidate to demonstrate in their field experience knowledge and skills in the following specific areas:

(1) **CURRICULUM AND INSTRUCTION.** The candidate has the knowledge and skill to:

(a) Develop and integrate the scope and sequence of curriculum.

(b) Implement district policies pertaining to textbook and instruction material selection and challenges.

(c) Apply state and district rules and policies regarding mandatory and elective courses to curriculum decisions at the building level.

(d) Administer and supervise, in accordance with statutes, rules, and district policies, categorical programs, including chapter I and II, remediation, vocational education, special education, and gifted.

(2) **STUDENT SERVICES.** The candidate has the knowledge and skill necessary to:

(a) Maintain attendance and student personnel records.

(b) Utilize support services inside and outside the educational setting.

(c) Implement effective principles of discipline, student control, and student management.

(3) **BUILDING ADMINISTRATION AND MANAGEMENT.** The candidate has the knowledge and skill necessary to administer accountably in the following areas of assignment:

(a) Alternate patterns of space, time and student/staff groupings.

(b) Policies and procedures that govern the school and develop master and class schedules.

(c) Care and maintenance of the physical environment.

(4) **AUXILIARY SERVICES.** The candidate has knowledge and skill to coordinate auxiliary services, including:

(a) Computer services.

(b) Food services.

(c) Health services.

(d) Learning resources programs.

(e) Pupil personnel services.

(f) Transportation.

(5) **STUDENT ACTIVITIES.** The candidate has the knowledge and skill to plan and develop governance policies and supervise and evaluate student activities.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-255, filed 3/3/88.]

WAC 180-78-260 Program approval requirement—Specific knowledge and skills for superintendents. An approved preparation program for superintendents shall

require the candidate to demonstrate in their field experience knowledge and skills in the following specific areas:

(1) **ORGANIZATIONAL MANAGEMENT AND ACCOUNTABILITY.** The candidate has the knowledge and skill to:

(a) Plan, develop, coordinate, and supervise implementation and evaluation of district-wide policies, procedures, and curricular and instructional programs.

(b) Provide leadership relative to management and accountability district-wide.

(2) **FACILITY AND RESOURCE MANAGEMENT AND ACQUISITION.** The candidate has the knowledge and skill to:

(a) Identify facility and resource needs of the district.

(b) Coordinate procedures essential to maintenance and acquisition of facilities and resources.

(3) **FISCAL MANAGEMENT.** The candidate has the knowledge and skill necessary to plan, develop, and coordinate district budget preparation, district funding, and fiscal accountability, including application of the accounting manual for public schools to selective budget problems.

(4) **LEGISLATIVE PROCESS.** The candidate knows how the legislative process works and has the skill to use that process.

(5) **LEADERSHIP.** The candidate has the knowledge and skill needed to:

(a) Establish and articulate a vision of a quality education for all students.

(b) Help staff and community establish and develop ownership in common educational goals.

(c) Motivate people to work toward district goals.

(6) **SCHOOL DIRECTORS POLICY—RELATIONS.** The candidate has the knowledge and skill needed to:

(a) Develop a system of two-way communication that satisfies the needs of the board.

(b) Develop trust and confidence between the school directors and superintendent.

(c) Assist the school directors in understanding roles and responsibilities.

(d) Assist the school directors in defining the district's educational vision and priorities, and articulating them.

(e) Develop policies and rules and regulations for consideration and adoption by the local board of directors.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-260, filed 3/3/88.]

WAC 180-78-265 Program approval requirement—Field experience for all administrators. An approved preparation program for administrators shall require a field experience which includes observations and at least eight full weeks or equivalent of practice as an intern in an education setting serving under the general supervision of a certificated practitioner who is performing in the role for which the endorsement is sought. For the purpose of this section "eight full weeks" means three hundred twenty hours of on-the-job administrative experience. The field experience requirement may be waived or reduced in length for any candidate who has served in a comparable administrative position or who has previously performed a comparable field experience

if the college or university determines the previous experience was substantially equivalent in whole or part to the experience otherwise to be gained in the required field experience. Components of the required field experience shall include:

(1) Demonstration by the candidate that he or she has the general skills required in WAC 180-78-210 of all candidates for certification.

(2) Demonstration by the candidate that he or she has the general skills required in WAC 180-78-245 for all candidates for certification as an administrator.

(3) Demonstration by the candidate that he or she has the specific skills required in WAC 180-78-250, 180-78-255, and 180-78-260 for all candidates for an endorsement in the particular role for which an endorsement is sought.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-265, filed 3/3/88.]

WAC 180-78-270 Program approval requirement--General skills demonstration by all candidates for certification as ESAs. An approved professional preparation program shall require all candidates for certification as education staff associates to demonstrate in their field experience their skills in the following areas:

(1) ASSESSMENT. Candidates must demonstrate their ability to select, administer, and interpret assessments of students in matters related to the specialized area of practice.

(2) PROFESSIONAL PRACTICE. Candidates must demonstrate their ability to apply the knowledge of their specialized area of practice to students in need of their specialized services.

(3) PROFESSIONAL ETHICS. Candidates must demonstrate their ability to recognize ethical problems related to their specialized practice and prescribe ethically acceptable solutions.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-270, filed 3/3/88.]

WAC 180-78-275 Program approval requirement--Specific knowledge by all candidates for certification as ESAs. An approved preparation program for educational staff associates shall require candidates to demonstrate their specific knowledge requirements as set forth in WAC 180-78-290 through 180-78-325 in a comprehensive written examination as part of a masters or higher degree or as a separate examination, including the licensure examination by the state of Washington for nurses, physical therapists, or occupational therapists.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-275, filed 3/3/88.]

WAC 180-78-280 Program approval requirement--Field experience for all candidates for certification as ESAs. An approved preparation program for educational staff associates shall require a field experience which includes observation and at least eight full weeks or equivalent practice under the direct supervision of a certificated practitioner who is performing in the role for

which the endorsement is sought. For the purpose of this section "eight full weeks" means two hundred forty hours of on-the-job professional service. The field experience requirement may be waived or reduced in length for any candidate who has served as a licensed practitioner or a comparable educational position if the college or university determines the previous experience was substantially equivalent in whole or part to the experience otherwise to be gained in the required field experience. Components of the required field experience shall include:

(1) Demonstration by the candidate that he or she has the general skills required by WAC 180-78-210 of all candidates for certification.

(2) Demonstration by the candidate that he or she has the general skills required by WAC 180-78-270 for all candidates for an endorsement as an educational staff associate.

(3) Demonstration by the candidate that he or she has the specific skills required for all candidates for an endorsement as a specialized educational staff associate as set forth in WAC 180-78-290 through 180-78-325.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-280, filed 3/3/88.]

WAC 180-78-285 Program approval requirement--General knowledge required for all candidates for certification as ESAs. An approved preparation program for educational staff associates shall include course work, either separate or combination of courses, that cover the general knowledge required in WAC 180-79-131 for all candidates for certification: *Provided*, That the college or university may waive the required course work for any candidate, based on an individual determination, if the college or university determines that previous work experiences, other course work, or alternative learning experiences have or will provide the candidates with the knowledge and skills otherwise to be gained from the required course work.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-285, filed 3/3/88.]

WAC 180-78-290 Program approval requirement--Specific knowledge and skills for ESA, CDS. An approved preparation program for communication disorder specialists shall require candidates to demonstrate knowledge and skills in the following specific areas:

(1) KNOWLEDGE OF FIELD. The candidate has knowledge about speech, language, and hearing processes, including normal and atypical speech and language development and causes and treatment of disorders.

(2) ASSESSMENT AND DIAGNOSIS. The candidate has the knowledge and skill necessary to:

(a) Select, administer, and interpret assessment instruments relevant to the communication disorders specialist field.

(b) Identify students who exhibit disorders of speech, language and/or hearing; and determine through diagnostic procedures or referral the nature, etiology, and severity of the specific disorders.

(3) **PROGRAM DEVELOPMENT.** The candidate has the knowledge to develop a program appropriate to his or her professional role specialization and responsibilities.

(4) **PROGRAM EVALUATION.** The candidate has the knowledge to conduct systematic, evaluative procedures focusing on the improvement of the speech, language, and hearing program within each work setting.

(5) **CONSULTATION.** The candidate has the knowledge and skill to:

(a) Provide consultative services to parents, school personnel, and others concerned about speech, language, and hearing disorders and programs.

(b) Make referral to nonschool agencies.

(c) Participate in case conferences—e.g., multidisciplinary teams—with other specialists and school personnel.

(6) **MANAGEMENT OF SPECIAL AND TECHNICAL ENVIRONMENTS.** The candidate has the knowledge and skills to organize the materials, equipment, and environment essential to implement the respective specialized program.

(7) **PROGRAM DEVELOPMENT AND MANAGEMENT.** The candidate has the skill to:

(a) Plan, develop, implement, and evaluate a program of identification, prevention, instruction, and remediation as appropriate to his or her professional specialization.

(b) Provide information to instructional staff and curriculum decision makers regarding pupil needs, community needs, and resources.

(c) Works consistently to incorporate current ethical, legal, and professional developments into school policy and practice.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-290, filed 3/3/88.]

WAC 180-78-295 Program approval requirement—Specific knowledge and skills for ESA, school counselor. An approved preparation program for school counselors shall require the candidates to demonstrate knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF THE FIELD.** The candidate has the knowledge and skills in relevant fields of study, including:

(a) Individual and group counseling theories, principles, and techniques.

(b) Career development theories, programs, inventories, and materials.

(c) Information services as applied equitably to diverse socioeconomic, cultural ethnic groups and including sexual bias.

(d) Human growth and development.

(e) Social and cultural foundations including socioeconomic trends, changes in human roles, multicultural and pluralistic trends and major societal concerns including stress, person abuse, substance abuse, and discrimination.

(f) Appraisal theory, techniques, and instruments.

(g) Consultation.

(h) Referral resources and processes.

(i) Family dynamics, interaction, and parent education.

(j) Legal and ethical issues related to the practice of school counseling.

(k) Research and evaluation.

(2) **INDIVIDUAL AND GROUP COUNSELING.** The candidate has the knowledge and skill to:

(a) Plan and use individual and group strategies for remedial, preventive, and developmental needs of students.

(b) Provide educational and career decision-making experiences.

(c) Provide crises intervention.

(d) Assist students in peer helper processes.

(3) **CONSULTATION AND REFERRAL.** The candidate has the knowledge and skill to:

(a) Provide consultation for parents, teachers, and others with special emphasis on developmental needs, behavioral assessment, and crises needs of students.

(b) Refer to other services within the school and community.

(4) **ASSESSMENT AND DIAGNOSIS.** The candidate has the knowledge and skill in the following specific areas:

(a) Appraisal techniques and materials.

(b) Knowledge of achievement, aptitude, interest, and attitude testing.

(c) Test interpretation including knowledge of test characteristics, test scores, referencing, and limitations.

(d) Behavioral observations and case studies.

(5) **PROGRAM PLANNING, MANAGEMENT, EVALUATION.** The candidate has knowledge and skill to:

(a) Conduct needs assessments of students, teachers, and parents to determine the scope and delivery of the guidance program.

(b) Design systems to measure student outcomes related to the guidance and counseling program.

(c) Develop school guidance plans based on student needs that include goals, objectives, resources, and timelines.

(d) Coordinate programs with school psychologists, nurses, social workers, and community service providers.

(e) Prepare programs to alleviate the unique needs of students in areas such as grief, suicide prevention, dropout prevention, changes in family structure, or other such problems which interfere with the student's progress in school.

(f) Prepare programs for parents to improve parenting skills and to positively interact with the school system.

(g) Prepare, interpret, and disseminate findings from guidance program evaluation, and follow-up studies to school personnel, parents, and students.

(h) Provide staff development and supervision.

(6) **PROFESSIONALISM.** The candidate has the knowledge and skill to apply legal guidelines, professional codes of ethics, and knowledge of general professional standards.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-295, filed 3/3/88.]

WAC 180-78-300 Program approval requirement—Specific knowledge and skills ESA, school occupational

therapist. An approved preparation program for school occupational therapists shall require the candidates to demonstrate knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF THE FIELD.** The candidate has knowledge and skill to apply in an education setting the knowledge and skill required by the state of Washington for licensure as an occupational therapist.

(2) **ASSESSMENT.** The candidate has the knowledge and skill to select, score, and interpret those assessments instruments and procedures which will assist the team in determining a student's level of growth and development and the effect of this level on the educational process and life adjustment.

(3) **PROGRAM DEVELOPMENT.** The candidate has the knowledge and skill to plan and adapt therapeutic activities for various service delivery models (individual, group, consultation, monitoring) and to establish a positive learning environment in order to achieve learning explicit educationally-related goals for the student.

(4) **THERAPY INTERVENTION SERVICES.** The candidate has the knowledge and skills to provide direct and indirect therapy to meet student needs in an education setting.

(5) **PROGRAM RECORDS AND TREATMENT EVALUATION.** The candidate has the knowledge and skill to:

(a) Analyze information from assessment, observations, and other contributing sources.

(b) Organize and summarize the data for oral or written reporting.

(c) Develop recommendation.

(d) Formulate educationally-related goals and objectives and maintain records of the child's response to treatment.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-300, filed 3/3/88.]

WAC 180-78-305 Program approval requirement-- Specific knowledge and skills for ESA, school physical therapist. An approved preparation program for school physical therapists shall require the candidates to demonstrate knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF THE FIELD.** The candidate has the knowledge and skill to apply in an education setting the knowledge and skill required by the state of Washington for licensure as a physical therapist.

(2) **ASSESSMENT.** The candidate has the knowledge and skill needed to select, administer, and interpret physical therapy procedures, instruments, and techniques essential to assessment of the student's disability and its effect on the educational process.

(3) **PROGRAM DEVELOPMENT AND EVALUATION.** The candidate has the knowledge and skill needed to plan, implement, evaluate, and modify a physical therapy program to achieve specific goals and objectives for students.

(4) **THERAPY INTERVENTION SERVICES.** The candidate has the knowledge and skill needed to provide direct and indirect individual and group therapy to meet student's needs in the educational setting.

(5) **INFORMATIONAL SERVICES.** The candidate has the knowledge and skill needed to provide understandable information in oral and written form to parents, school personnel, and medical professionals regarding physical disabilities or disorders and their significance in the educational setting.

(6) **ADMINISTRATION.** The candidate has the knowledge and skill needed to organize and coordinate the delivery of services within the educational setting including maintenance of adequate records, identification of needed space and equipment, and supervision of physical therapist assistants and other personnel.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-305, filed 3/3/88.]

WAC 180-78-310 Program approval requirement-- Specific knowledge and skills for ESA, school psychologist. An approved preparation program for school psychologists shall require that candidates demonstrate knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF THE FIELD.** The candidate has knowledge and skill in relevant fields of study, including:

(a) Learning theory.

(b) Personality theory and development.

(c) Individual and group testing and assessment.

(d) Individual and group counseling and interviewing theory and techniques.

(e) Basic statistics.

(f) Child development.

(g) Exceptional children.

(h) Social and cultural factors.

(i) Deviant personality.

(j) Curriculum.

(k) Research design.

(l) Physiological and biological factors.

(2) **ASSESSMENT AND DIAGNOSIS.** The candidate has knowledge and skill necessary to select, administer, score, and interpret instruments and techniques in the following areas:

(a) Intellectual and cognitive assessment.

(b) Individual and group academic skills.

(c) Personality assessment.

(d) Assessment of perceptual skills.

(e) Assessment of adaptive behavior; assessment of language skills.

(3) **BEHAVIORAL OBSERVATION AND ANALYSIS.** The candidate has knowledge and skill in behavior observation, including:

(a) Data taking.

(b) Frequency measures.

(c) Qualitative and quantitative analysis of classroom behavior.

(d) Developmental and personality analysis, including perceptual, cognitive, social, and affective and language development in children.

(4) **COUNSELING AND INTERVIEWING.** The candidate has the knowledge and skill necessary to:

(a) Provide individual and group counseling to students and parents.

(b) Conduct interviews essential to information collecting from parents, teachers, and other professionals.

(5) **PROGRAM DEVELOPMENT.** The candidate has the knowledge and skill to make educational prescriptions, including specification of remedial environmental changes, both curricular and behavioral, for a particular student.

(6) **CONSULTATION.** The candidate has the knowledge and skill to:

(a) Function on multi-disciplinary teams in evaluating and placing students.

(b) Confer with and make recommendations to parents, specialists, teachers, referral personnel, and others relative to student's characteristics and needs in the educational and home environments.

(7) **PROGRAM EVALUATION AND RECORDKEEPING.** The candidate has the knowledge and skill necessary to develop and implement program evaluation and maintain required records.

(8) **PROFESSIONALISM.** The candidate has knowledge of professional standards regarding ethical and legal practices relevant to the practice of school psychology. The candidate demonstrates knowledge and skill in written and oral reporting of assessment and remedial recommendations which will meet ethical and legal standards.

(9) **RESEARCH.** The candidate has knowledge and skill to:

(a) Evaluate and perform research.

(b) Apply school-oriented research.

(c) Construct criterion-referenced instruments with reference to such educational decisions as:

(i) Retention in grade.

(ii) Acceleration and early entrance.

(iii) Early entrance.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-310, filed 3/3/88.]

WAC 180-78-315 Program approval requirement-- Specific knowledge and skills for ESA, reading resource specialist. An approved preparation program for reading resource specialists shall require the candidates to demonstrate knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF THE FIELD.** The candidate has knowledge and skill to:

(a) Describe strategies used in the reading process.

(b) Evaluate various approaches and techniques used in the teaching of reading.

(c) Interpret and apply research.

(d) Interpret and apply psychological principles of cognitive and affective learning.

(e) Describe and compare various theories of the reading process.

(f) Present a model of the reading process and determine procedures, techniques and materials consistent with selected principles or models.

(2) **INSTRUCTIONAL SKILL.** The candidate has the knowledge and skill to describe and demonstrate several ways to organize and implement reading instruction for optimal learning.

(3) **PROGRAM EVALUATION.** The candidate has the knowledge and skill to evaluate gifted/talented, developmental, and remedial reading programs.

(4) **ASSESSMENT AND DIAGNOSIS.** The candidate has knowledge and skill to:

(a) Assess strengths and limitations of standardized and informal reading tests.

(b) Interpret and apply relevant test data.

(c) Assess reading strengths and weaknesses using a variety of procedures and recommend appropriate techniques, materials, and remediation to teachers, parents and others involved.

(5) **PROGRAM DEVELOPMENT.** The candidate has the knowledge and skill to plan and implement reading programs for the gifted/talented development and remedial components.

(6) **STAFF DEVELOPMENT AND CONSULTATION.** The candidate has the knowledge and skill to:

(a) Assist teachers in the improvement of reading instruction.

(b) Present and interpret research programs, techniques, or materials to teachers, administrators, parents, or others involved.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-315, filed 3/3/88.]

WAC 180-78-320 Program approval requirement-- Specific knowledge and skills for ESA, school nurse. An approved preparation program for school nurses shall require the candidates to demonstrate knowledge and skills in the following specific areas:

(1) **KNOWLEDGE OF THE FIELD.** The candidate has knowledge and skill to apply in an education setting the knowledge and skill required by the state of Washington for licensure as a registered nurse and, in addition has knowledge of the following areas:

(a) School health programs.

(b) Guidance, health counseling, and crisis intervention.

(c) Health education curriculum.

(2) **ASSESSMENT.** The candidate has the knowledge and skills to:

(a) Obtain health and developmental history.

(b) Observe for developmental achievements.

(c) Perform physical assessments.

(d) Screen and evaluate for findings of deficits.

(e) Assess school health programs, environment and safety.

(f) Collaborates in assessing community health needs.

(3) **DIAGNOSIS.** The candidate has the skills to interpret data and formulate a nursing diagnosis.

(4) **PLAN/IMPLEMENTATION.** The candidate has the skills to:

(a) Develop a school health program which assists students, families, and school staff to deal with health problems.

(b) Respond to each student's unique developmental health needs.

(c) Minimize the effect of sudden illness or injury in the school setting.

(d) Provide student's families and school staff with a basis for decision making regarding health which promotes prevention and wellness.

(e) Contribute to a safe and healthy school environment.

(f) Collaborate with community health agencies and professionals.

(g) Ensure that health needs are recognized and planned for in the total school program.

(5) **EVALUATION.** The candidate has the skills to participate in peer review and other means of evaluation to assure quality of nursing care provided for students and to develop and implement school health program evaluation.

(6) **PROFESSIONALISM.** The candidate has the knowledge of professional standards regarding ethical and legal practices relevant to the practice of school nursing and demonstrates such knowledge and skill in written and oral reporting of assessments and remedial recommendations which will meet ethical and legal standards.

(7) **RESEARCH.** The candidate has the knowledge and skills to:

(a) Evaluate research.

(b) Contribute to nursing and school health through innovations in theory and practice.

(c) Participate in research.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-320, filed 3/3/88.]

WAC 180-78-325 Program approval requirements—Specific knowledge and skills for ESA, school social worker. An approved preparation program for school social workers shall require the candidates to demonstrate knowledge and skills in the following specific areas:

(1) **SERVICE DELIVERY.** The candidate has knowledge and skill in:

(a) Social problem assessment including assessment of behavioral problems, family dysfunction, interpersonal relationship problems, and problems of victimization.

(b) Problems of school refusal, truancy, and poor classroom performance.

(c) Collaboration with teachers and other school personnel on an individual or group basis for the purpose of assessment.

(d) Planning of programs of remediation for individual pupils and their families or in some instances for groups of pupils.

(e) Interviewing and counseling pupils in relation to the social problems adjudged to be impairing the pupils ability to learn.

(f) Consulting and counseling with parents and significant others, including personnel from community agencies and programs.

(g) Developing and utilizing the resources of the community to assist pupils meet various social needs including the needs for; improved nutrition, shelter, protection from sexual and physical abuse, health and social services, and drug and alcohol counseling.

(2) **SOCIAL ENVIRONMENT.** The candidate has knowledge and skill in:

(a) Understanding community theory, social systems theory, organizational theory (e.g., school as a bureaucracy), macrosystem intervention theory (e.g., community organization, social planning, community relations, case management, networking), social disorganization (e.g., poverty, family violence, unemployment), and the changing family.

(b) Providing in-class or individual consultation to teachers with respect to problems of classroom management of students presenting social and behavioral difficulties, including the provision of in-service presentations on the subjects of school social work and social problems and their management.

(3) **RESEARCH AND EVALUATION.** The candidate has the knowledge and skill in:

(a) Designing and conducting, or assisting in the design and conduct of research and evaluation of school social work practice and of causal and remedial approaches to problems of educational and social nature.

(b) Evaluating school and community needs and assisting decision makers in addressing those needs.

(c) Social problems analysis, including design, methodology, implementation, analysis and findings, and utilization.

(4) **EDUCATIONAL CONTEXT.** The candidate has the knowledge and skill in theories of learning, roles of educational personnel, role of social worker in educational setting, school law, and professional standards.

[Statutory Authority: RCW 28A.70.005. 88-07-002 (Order 7-88), § 180-78-325, filed 3/3/88.]

Chapter 180-79 WAC

PROFESSIONAL CERTIFICATION— PREPARATION REQUIREMENTS

WAC

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| 180-79-135 | Repealed. | 180-79-390 | Science—Broad subject area endorsement. |
| 180-79-136 | General knowledge required of all candidates for teacher certificates. | 180-79-392 | Sociology—Subject area endorsement. |
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| 180-79-150 | Repealed. | 180-79-396 | Special education—Subject area endorsement. |
| 180-79-155 | Repealed. | 180-79-398 | Speech—Subject area endorsement. |
| 180-79-160 | Repealed. | DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER | |
| 180-79-170 | Repealed. | 180-79-007 | Effective dates of specified sections. [Statutory Authority: RCW 28A.70.005, 88-08-046 (Order 10-88), § 180-79-007, filed 4/4/88; 87-12-039 (Order 8-87), § 180-79-007, filed 6/1/87.] Repealed by 89-01-042 (Order 27-88), filed 12/14/88. Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). |
| 180-79-175 | Repealed. | 180-79-013 | Notice to prospective candidates for certification. [Statutory Authority: RCW 28A.04.120(3) and 28A.70.005, 86-13-017 (Order 7-86), § 180-79-013, filed 6/10/86. Statutory Authority: RCW 28A.04.120, 86-09-011 (Order 4-86), § 180-79-013, filed 4/7/86; 85-01-016 (Order 17-84), § 180-79-013, filed 12/10/84.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-180 | Repealed. | 180-79-014 | Washington state professional certification examination—SPI development. [Statutory Authority: RCW 28A.04.120, 85-01-016 (Order 17-84), § 180-79-014, filed 12/10/84.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-185 | Repealed. | 180-79-100 | Personnel assignment—Expires August 31, 1987. [Statutory Authority: RCW 28A.04.120(3) and 28A.70.005, 86-13-017 (Order 7-86), § 180-79-100, filed 6/10/86. Statutory Authority: RCW 28A.04.120 (1), (2), and (3), 80-06-130 (Order 9-80), § 180-79-100, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-09-097 (Order 13-78), § 180-79-100, filed 9/1/78; 78-06-070 (Order 6-78), § 180-79-100, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-190 | Repealed. | 180-79-130 | Minimum generic standards—General. [Statutory Authority: RCW 28A.04.120, 85-01-016 (Order 17-84), § 180-79-130, filed 12/10/84. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-06-070 (Order 6-78), § 180-79-130, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-195 | Repealed. | 180-79-135 | Minimum generic standards—Teachers. [Statutory Authority: RCW 28A.04.120, 85-01-016 (Order 17-84), § 180-79-135, filed 12/10/84. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-06-070 (Order 6-78), § 180-79-135, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-200 | Repealed. | 180-79-150 | Role and minimum generic standards—Administrators—Initial certification—Superintendents. [Statutory Authority: RCW 28A.70.005, 81-12-025 (Order 7-81), § 180-79-150, filed 6/1/81. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-06-070 (Order 6-78), § 180-79-150, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-205 | Repealed. | 180-79-155 | Role and minimum generic standards—Administrators—Initial certification—Principals. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW, 78-06-070 (Order 6-78), § 180-79-155, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005. |
| 180-79-210 | Repealed. | | |
| 180-79-215 | Repealed. | | |
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| 180-79-300 | Subject area endorsement recommendations by colleges and universities. | | |
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| 180-79-346 | Economics—Subject area endorsement. | | |
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| 180-79-350 | English—Subject area endorsement. | | |
| 180-79-352 | English as a second language—Subject area endorsement. | | |
| 180-79-354 | English/language arts—Broad subject area endorsement. | | |
| 180-79-356 | Geography—Subject area endorsement. | | |
| 180-79-358 | Health—Subject area endorsement. | | |
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| 180-79-362 | Home economics—Subject area endorsement. | | |
| 180-79-364 | Industrial arts—Subject area endorsement. | | |
| 180-79-366 | Marketing education—Subject area endorsement. | | |
| 180-79-368 | Journalism—Subject area endorsement. | | |
| 180-79-370 | Learning resources—Subject area endorsement. | | |
| 180-79-372 | Mathematics—Subject area endorsement. | | |
| 180-79-374 | Music—Broad subject area endorsement. | | |
| 180-79-376 | Choral music—Subject area endorsement. | | |
| 180-79-378 | Instrumental music—Subject area endorsement. | | |

- 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-160 Role and minimum generic standards—Administrators—Initial certification—Program administrators. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-160, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-170 Minimum generic standards—Educational staff associates—General. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-170, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-175 Role and minimum generic standards—Educational staff associate—Initial certification—Communication disorders specialists (CDS). [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-175, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-180 Role and minimum generic standards—Educational staff associates—Counselor. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-180, filed 5/26/78.] Repealed by 88-21-012 (Order 17-88), filed 10/7/88. Statutory Authority: RCW 28A.70.005.
- 180-79-185 Role and minimum generic standards—Educational staff associate—Occupational therapist (OT). [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-185, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-190 Role and minimum generic standards—Educational staff associate—Physical therapist (PT). [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-190, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-195 Role and minimum generic standards—Educational staff associate—School psychologist. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-195, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-200 Role and minimum generic standards—Educational staff associate—Reading resource specialist. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-200, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-205 Role and minimum generic standards—Educational staff associate—School nurse. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-205, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-210 Role and minimum generic standards—Educational staff associate—School social worker. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-210, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-79-215 Minimum generic standards—Educational staff associate—Continuing certification. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-

215, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.

- 180-79-250 Degree and preparation required for out-of-state candidates for initial certification. [Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-250, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-250, filed 5/26/78.] Repealed by 88-05-047 (Order 3-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.

WAC 180-79-003 Authority. The authority for this chapter is RCW 28A.70.005 which authorizes the state board of education to establish, publish, and enforce rules and regulations determining eligibility for the certification of personnel employed in the common schools of this state. This authority is supplemented by RCW 28A.04.120(3) which authorizes the state board of education to specify the types and kinds of certificates necessary for the several departments within the common schools. (Note: RCW 28A.02.201 (3)(a) requires most private school classroom teachers to hold appropriate state certification with few exceptions.)

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-003, filed 4/3/87.]

WAC 180-79-005 Purpose. The purposes of this chapter are to establish the various 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 certificates, including endorsements thereon.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-005, filed 12/14/88. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-005, filed 5/26/78.]

WAC 180-79-007 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-010 Definitions. The following definitions shall apply to terms used in this chapter:

(1) The terms, "program approval," "endorsement," "interstate compact," and "college or university," as defined in WAC 180-78-010 shall apply to the provisions of this chapter.

(2) "Certificate" means the license issued by the superintendent of public instruction to teachers, administrators, and educational staff associates verifying that the individual has met the requirements set forth in this chapter.

(3) "Certificate renewal" means the process whereby the validity of an initial certificate may be continued.

(4) "Classroom teaching" means instructing pupils in a classroom setting.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-010, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-010, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-010, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-010, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-010, filed 5/26/78.]

WAC 180-79-013 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-014 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-045 Certificates--Previous standards. (1) Certificates issued under previous standards which were issued for a specific term shall continue to be effective for that term. All persons who hold any standard teacher, administrator, or specialized personnel certificate issued under previous standards of the state board of education shall be issued a continuing certificate at such time as it is necessary for them to reinstate a standard certificate or on application and payment of the fee as specified in WAC 180-75-065(1): *Provided*, That all persons who hold any provisional or initial certificate granted under previous standards of the state board of education shall be authorized to meet requirements for standard or continuing certification as set forth in the relevant previous standards so long as the standard or continuing certificate is obtained within six calendar years of the date on which the first provisional or initial certificate was issued; and, if such requirements are met, shall be issued a continuing certificate subject to the conditions of this chapter: *Provided further*, That all persons who hold other than provisional or standard teaching certificates issued under standards of the state board of education adopted prior to 1971 shall be issued continuing certificates if they have completed forty-five quarter hours (thirty semester hours) of preparation past the baccalaureate degree and three years of experience: *Provided further*, That persons holding provisional credentials as administrators under standards adopted by the state board of education in 1956 who have completed all requirements for the standard credential except the three years of experience as a principal or superintendent shall be issued continuing administrator certificates under these standards if they have completed at least five years of experience in an educational setting and three years of experience in the role of superintendent, principal, vice principal, or deputy or assistant to a principal or superintendent: *Provided further*, That any person holding a provisional certificate as a school nurse under provisions of chapter 180-84 WAC shall be granted a continuing certificate: *Provided further*, That any person who holds a provisional principal's or provisional superintendent's certificate under previous standards of the state board of education shall be issued upon application, including payment of applicable fees, continuing administrative certificates with endorsements for such respective roles and such certificates shall be subject to the continuing education requirements of chapter 180-85 WAC.

(2) Except as noted in subsection (1) of this section, certificates issued under previous standards which were issued for an indefinite period shall continue to be in effect.

[Statutory Authority: RCW 28A.70.005, 88-05-047 (Order 3-88), § 180-79-045, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-045, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2), and (3).

80-06-130 (Order 9-80), § 180-79-045, filed 6/2/80; 79-06-051 (Order 7-79), § 180-79-045, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-045, filed 5/26/78.]

WAC 180-79-047 Conversion to new standards. Notwithstanding any provision of WAC 180-79-045 to the contrary, any person who holds a provisional or initial certificate issued under previous standards of the state board of education shall be eligible to apply for and receive a continuing certificate under standards in effect at the time of application.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3), 89-01-042 (Order 27-88), § 180-79-047, filed 12/14/88.]

WAC 180-79-049 Professional preparation program requirement for certification. All applicants for certification, except as otherwise provided in WAC 180-79-230, in order to be certified within the state of Washington shall have completed a state approved preparation program in the professional field for which certification is to be issued. In addition, candidates for principal's certificates must have completed a state approved preparation program for certification as a teacher and candidates for superintendent's certificates must have completed a state approved preparation program for certification as a teacher or educational staff associate.

[Statutory Authority: RCW 28A.70.005, 88-05-047 (Order 3-88), § 180-79-049, filed 2/17/88.]

WAC 180-79-060 Levels of certificates. Two levels of certification may be issued:

(1) Initial certificate. The initial teaching certificate is valid for two years and the initial administrator and educational staff associate certificates are valid for seven years. Initial teaching certificates shall be subject to renewal and reinstatement pursuant to WAC 180-79-065. Initial administrator and educational staff associate certificates shall not be subject to renewal but may be reinstated pursuant to WAC 180-79-065(4): *Provided*, That initial teaching certificates issued or applied for, if the candidate is otherwise eligible, prior to August 31, 1992, shall be valid for four years.

(2) Continuing certificate. The continuing certificate is valid on a continuing basis as specified in WAC 180-79-065(2).

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3), 89-01-042 (Order 27-88), § 180-79-060, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-05-047 (Order 3-88), § 180-79-060, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-060, filed 4/3/87. Statutory Authority: RCW 28A.04.120 (1), (2), and (3), 80-06-130 (Order 9-80), § 180-79-060, filed 6/2/80. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-060, filed 5/26/78.]

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 quarter or semester hours of course work in one of the subject areas of the endorsements listed in WAC 180-79-080.

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-062, filed 2/17/88.]

WAC 180-79-063 Approved masters degree—Definition. "Approved masters degree" for the purpose of this chapter means a masters or doctorate degree from a regionally accredited college or university in teaching, arts, science, or humanities: *Provided*, That a candidate who obtains a masters or doctorate degree in another field will not be required to obtain the specified masters degree if the candidate provides evidence to the superintendent of public instruction that he or she has completed thirty upper division and/or graduate quarter hours (twenty semester hours) of post baccalaureate course work in one of the subject areas of the endorsements listed in WAC 180-79-080.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-063, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-063, filed 2/17/88.]

WAC 180-79-065 Initial and continuing certificates—Applicable conditions. The following shall apply to initial and continuing certificates issued pursuant to this chapter:

(1) Initial certificate.

(a) An initial teacher certificate issued prior to August 31, 1992, and an initial educational staff associate or administrator certificate issued prior to August 31, 1988, may be renewed for an additional three-year period on application and verification that the individual has completed all course work requirements for continuing certification or has completed at least fifteen quarter hours (ten semester hours) of course work since the certificate was issued or renewed.

(b) An initial teaching certificate issued on or after August 31, 1992 may be renewed for a three-year period by the applicant providing proof that he or she is enrolled in an approved masters degree program. A second renewal for a two-year period shall be granted if the candidate provides the following information from the degree granting institution:

(i) That the candidate has made substantial—i.e., fifty percent or more—progress toward the completion of an approved masters degree;

(ii) That the candidate has made satisfactory progress in the approved masters degree program;

(iii) That the candidate has made satisfactory arrangements to complete the approved masters degree program during the two-year extension period.

(2) Continuing certificate.

(a) The continuing certificates of holders who were eligible for such certificates prior to August 31, 1987

and who applied for such certificates prior to July 1, 1988 or who would have been eligible for such certificates prior to August 31, 1987, but for one of the three-year experience requirement and who complete such requirement and apply for such certificate prior to August 31, 1988, will be valid for life. Holders of valid continuing certificates affected by this subsection shall be entitled to have such certificate reissued and subject to the terms and conditions applicable to certification at the time of reissuance including the continuing education requirements of chapter 180-85 WAC.

(b) All continuing certificates not affected by the exception stated in (a) of this subsection shall lapse if the holder does not complete the continuing education requirement specified in chapter 180-85 WAC. To reinstate such a lapsed continuing certificate the individual must complete the requirements for reinstatement stated within chapter 180-85 WAC.

(3) Recency of training. Prior to August 31, 1993, if an applicant for an initial certificate has not completed fifteen quarter (ten semester) hours of course work within the seven years immediately preceding application for such initial certificate, he/she will be required to complete fifteen quarter (ten semester) hours of course work prior to receipt of an initial certificate.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-065, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-065, filed 2/17/88; 87-13-044 (Order 13-87), § 180-79-065, filed 6/16/87; 87-09-012 (Order 4-87), § 180-79-065, filed 4/3/87. Statutory Authority: RCW 28A.04.120(3) and 28A.70.005. 86-13-017 (Order 7-86), § 180-79-065, filed 6/10/86. Statutory Authority: RCW 28A.70.005. 81-12-025 (Order 7-81), § 180-79-065, filed 6/1/81. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-065, filed 6/2/80; 79-06-051 (Order 7-79), § 180-79-065, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-097 (Order 13-78), § 180-79-065, filed 9/1/78; 78-06-070 (Order 6-78), § 180-79-065, filed 5/26/78.]

WAC 180-79-075 Certificate endorsement. Professional education certificates shall be endorsed as follows:

(1) Teacher certificates shall specify endorsements in subject area(s) and grade level(s): *Provided*, That notwithstanding provisions of this chapter to the contrary, applicants who have completed all requirements for continuing teaching certificates pursuant to WAC 180-79-060 prior to August 31, 1987, and whose certificates are applied for prior to July 1, 1988, and applicants who have completed all requirements except one of the three-year experience requirement for continuing teaching certificates pursuant to WAC 180-79-060 and who complete such requirement and apply for such certificates prior to August 31, 1988, and applicants who complete the requirements for standard certificates or continuing certificates pursuant to WAC 180-80-705 shall receive no endorsements.

(2) Educational staff associate certificates shall identify the field of specialization by endorsement.

(3) Administrator certificates shall identify the field of specialization (principal, program administrator, superintendent) by endorsement.

Principals' initial certificates shall be endorsed for grades preschool-9, 4-12, or preschool-12 based on recommendations from the college or university in which the candidate completed an approved preparation program.

(4) In order to change or add an endorsement to any certificate, the candidate must complete an application, pay the certification fee specified in WAC 180-75-065, and submit verification of completion of the necessary requirements specified in this chapter.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-075, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-13-044 (Order 13-87), § 180-79-075, filed 6/16/87; 87-09-012 (Order 4-87), § 180-79-075, filed 4/3/87. Statutory Authority: RCW 28A.04.120(3) and 28A.70.005. 86-13-017 (Order 7-86), § 180-79-075, filed 6/10/86. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-075, filed 5/26/78.]

WAC 180-79-080 Authorized endorsements for teachers. Endorsements for grade levels and subject areas within such grade levels for certificated teachers receiving endorsements shall be limited to the following:

(1) Preschool through grade three endorsements shall be granted in the subject area of:

- (a) Early childhood special education.
- (b) Early childhood education.

(2) Grade kindergarten through grade six endorsements shall be granted in the subject area of elementary education which shall include all subject areas taught in such grades: *Provided*, That endorsements granted pursuant to this subsection prior to August 31, 1992, shall be for grade kindergarten through grade eight.

(3) Grade kindergarten through grade twelve endorsements shall be granted in:

- (a) Art
- (b) Music (broad subject area endorsement) and the specialized subject areas of:
 - (i) Choral music
 - (ii) Instrumental music
 - (c) Physical education
 - (d) Reading
 - (e) Designated foreign language
 - (f) Special education
 - (g) Learning resources
 - (h) English as a second language
 - (i) Bilingual education.

(4) Grade four through grade twelve endorsements shall be granted in:

(a) English/language arts (broad subject area endorsement) and the specialized English/language arts subject areas of:

- (i) Drama
- (ii) English
- (iii) Journalism
- (iv) Speech.

(b) Science (broad subject area endorsement) and the specialized science subject areas of:

- (i) Biology
- (ii) Chemistry
- (iii) Earth science
- (iv) Physics.

(c) Social studies (broad subject area endorsement) and the specialized social studies subject areas of:

- (i) Anthropology
- (ii) Economics
- (iii) Geography
- (iv) History
- (v) Political science
- (vi) Psychology
- (vii) Sociology.
- (d) The specialized subject areas of:
 - (i) Agriculture
 - (ii) Business education
 - (iii) Computer science
 - (iv) Health
 - (v) Home economics
 - (vi) Industrial arts
 - (vii) Mathematics
 - (viii) Marketing education.

(5) Traffic safety endorsements may be noted on certificates issued under this chapter if the candidate meets the requirements of the regulations promulgated by the superintendent of public instruction pursuant to RCW 28A.08.010(3).

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-080, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-080, filed 4/3/87. Statutory Authority: RCW 28A.04.120(3) and 28A.70.005. 86-13-017 (Order 7-86), § 180-79-080, filed 6/10/86.]

WAC 180-79-086 Minimum preparation for endorsements for teachers. Endorsements granted teachers shall comply with the following:

(1) Endorsements—with the exception of the broad subject area endorsements of English/language arts, music, science, and social studies, which shall require the satisfactory completion of a minimum of forty-five quarter hours (thirty semester hours) of course work—shall require the satisfactory completion of a minimum of twenty-four quarter hours (sixteen semester hours) of course work—not including any practice teaching, internship, or other clinical or field laboratory experience courses—in the subject area in a regionally accredited institution of higher education or in a college or university with a professional preparation program approved by the state board of education pursuant to chapter 180-79 WAC.

(2) Reasonable flexibility shall be permitted in establishing equivalencies for specified subject area course work. The test for substitution of an equivalent course for a stated subject area course is a factual determination that the subject matter content of the equivalent course, or combination of courses, substantially complies with the generally recognized course content of the subject area course.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-086, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-086, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-086, filed 4/3/87. Statutory Authority: RCW 28A.04.120(3) and 28A.70.005. 86-13-017 (Order 7-86), § 180-79-086, filed 6/10/86.]

WAC 180-79-100 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-115 Academic requirements for certification--Teachers. Candidates for teachers' certificates shall complete the following requirements in addition to those set forth in WAC 180-75-080 and 180-75-085.

(1) Initial.

(a) Candidates for the initial certificate who apply for such certificate on or before August 31, 1992, shall hold a baccalaureate degree from a regionally accredited college or university and shall have completed the degree major in an academic field or in the teaching specialization of early childhood, elementary, reading, or special education.

(b) Candidates for the initial certificate who apply for such certificate after August 31, 1992, shall hold an approved baccalaureate degree from a regionally accredited college or university: *Provided*, That if the approved baccalaureate degree is in early childhood education, elementary education, or special education, the candidate also must have at least thirty quarter hours (twenty semester hours) in one of the academic fields listed in WAC 180-79-080 (3)(a) through (e) and (4).

(2) Continuing.

(a) Candidates who apply for a continuing certificate on or before August 31, 1992, shall have completed at least forty-five quarter hours (thirty semester hours) of upper division and/or graduate work subsequent to the baccalaureate degree of which twenty-one quarter hours (fourteen semester hours) must be taken after the first year of teaching unless such candidate holds a master's or higher degree: *Provided*, That at least fifteen quarter hours (ten semester hours) must be completed at a single college or university that has a state approved teacher preparation program: *Provided further*, That if the individual is pursuing study in a new subject matter area or specialization, lower division courses in that subject area or specialization shall be accepted toward continuing certification upon completion of the requirements for an endorsement in that subject area or specialization.

(b) Candidates who apply for a continuing certificate after August 31, 1992, shall have completed an approved masters degree.

(c) Effective August 31, 1988, candidates who apply after such date shall have been granted or have completed the requirements for at least two subject area endorsements.

[Statutory Authority: RCW 28A.70.005. 88-21-011 (Order 16-88), § 180-79-115, filed 10/7/88; 88-05-047 (Order 3-88), § 180-79-115, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-115, filed 4/3/87. Statutory Authority: RCW 28A.04.120(3) and 28A.70.005. 86-13-017 (Order 7-86), § 180-79-115, filed 6/10/86. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-115, filed 6/2/80; 79-06-051 (Order 7-79), § 180-79-115, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-097 (Order 13-78), § 180-79-115, filed 9/1/78; 78-06-070 (Order 6-78), § 180-79-115, filed 5/26/78.]

WAC 180-79-116 Transition to new experience requirement. Any person who holds an initial certificate as of February 1, 1988, and who is unable to qualify pursuant to WAC 180-79-117, 180-79-122, and 180-79-127 regarding the new experience requirement for continuing certification, may elect until August 31, 1990, to

qualify pursuant to the experience requirement for continuing certification in effect on February 1, 1988.

[Statutory Authority: RCW 28A.70.005. 88-08-046 (Order 10-88), § 180-79-116, filed 4/4/88.]

WAC 180-79-117 Experience requirement for continuing certification--Teachers. In addition to the academic requirements specified in WAC 180-79-115, candidates for continuing teachers' certificates shall provide, as a condition for the issuance of a continuing certificate, documentation of two years of continuous half time or more teaching experience with the same employer—i.e., school district, state agency, college or university, private school, or private school system.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-117, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-117, filed 2/17/88.]

WAC 180-79-120 Academic requirements for certification--Administrators. Candidates for the respective administrative certificate shall complete the following requirements in addition to those set forth in WAC 180-75-085.

(1) Superintendent.

(a) Initial.

(i) The candidate who applies for an initial certificate on or before August 31, 1992, shall hold a master's degree and complete at least fifteen quarter hours (ten semester hours) of graduate study beyond the master's degree in education-related course work and shall hold or be eligible to hold a valid initial or continuing teacher or ESA certificate at the time he or she applies for the initial superintendent's certificate.

(ii) The candidate who applies for an initial certificate after August 31, 1992, shall hold an approved masters degree and have completed subsequent to the baccalaureate degree at least forty-five quarter hours (thirty semester hours) of graduate level course work in education.

(b) Continuing.

(i) The candidate who applies for a continuing certificate on or before August 31, 1992, shall have completed at least thirty quarter hours (twenty semester hours) of graduate work beyond the master's degree.

(ii) The candidate who applies after August 31, 1992, shall hold an approved masters degree and have completed subsequent to the baccalaureate degree at least sixty quarter hours (forty semester hours) of graduate level course work in education or shall hold a doctorate in education.

(2) Principal.

(a) Initial.

(i) The candidate who applies on or before August 31, 1992, shall hold a valid initial or continuing teacher certificate at the time he or she applies for the initial principal's certificate and shall have completed at least thirty quarter hours (twenty semester hours) of work applicable to a graduate degree subsequent to receipt of a baccalaureate degree in an approved program for preparation of principals.

(ii) The candidate who applies after August 31, 1992, shall hold an approved masters degree and have completed subsequent to the baccalaureate degree at least thirty quarter hours (twenty semester hours) of graduate level course work in education.

(b) Continuing.

(i) The candidate who applies on or before August 31, 1992, shall hold a master's degree.

(ii) The candidate who applies after August 31, 1992, shall hold an approved masters degree and completed subsequent to the baccalaureate degree at least forty-five hours (thirty semester hours) of graduate level course work in education or shall hold a doctorate in education.

(3) Program administrator.

(a) Initial.

(i) The candidate who applies on or before August 31, 1992, shall hold a valid initial or continuing teacher or educational staff associate certificate at the time he or she applies for the program administrator's initial certificate and shall hold a master's degree.

(ii) The candidate who applies after August 31, 1992, shall hold an approved masters degree, a masters degree required for an educational staff associate certificate, a masters degree in school nursing, occupational therapy or physical therapy, or a masters degree in public, education, or business administration and have completed subsequent to the baccalaureate degree at least twenty-four quarter hours (sixteen semester hours) of graduate level course work in education.

(b) Continuing.

(i) The candidate who applies on or before August 31, 1992, shall have completed at least fifteen quarter hours (ten semester hours) of graduate work subsequent to the master's degree relevant to educational administration or his or her subject matter field(s) or specialization(s).

(ii) The candidate who applies after August 31, 1992, shall hold an approved masters degree, a masters degree required for an educational staff associate certificate, a masters degree in school nursing, occupational therapy, physical therapy, or a masters degree in public, education, or business administration and have completed subsequent to the baccalaureate degree at least thirty quarter hours (twenty semester hours) of graduate level course work in education or shall hold a doctorate in education.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-120, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-05-047 (Order 3-88), § 180-79-120, filed 2/17/88; 81-12-025 (Order 7-81), § 180-79-120, filed 6/1/81. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-120, filed 6/2/80; 79-06-051 (Order 7-79), § 180-79-120, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-120, filed 5/26/78.]

WAC 180-79-122 Experience requirement for initial endorsement--Principals. In addition to the academic requirements specified in WAC 180-79-120(2), candidates for initial administrator's certificate with a principal's endorsement, as a condition for the issuance of such endorsement, documentation of two years of

continuous half time or more teaching experience with the same employer—i.e., school district, state agency, college or university, private school, or private school system.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-122, filed 12/14/88. Statutory Authority: RCW 28A.70.005, 88-05-047 (Order 3-88), § 180-79-122, filed 2/17/88.]

WAC 180-79-125 Academic requirements for certification--Educational staff associate (ESA). Candidates for ESA certification shall complete the following requirements in addition to those set forth in WAC 180-75-085: *Provided*, That it shall not be necessary for any candidate who holds a master's or doctorate degree to obtain the specified master's degree if the candidate provides satisfactory evidence to the superintendent of public instruction that he or she has completed all course work requirements relevant to the required masters degree and has satisfactorily completed a comprehensive written examination required in such masters degree program: *Provided*, That if any candidate has been awarded a masters degree without a comprehensive written examination, the candidate, as a condition for certification, shall arrange to take such an examination with any accredited college or university and provide the superintendent of public instruction with an affidavit from the chair of the department of such academic field that he or she has successfully completed the above noted comprehensive examination.

(1) Communication disorders specialist.

(a) Initial. The candidate shall have completed all requirements for the master's degree (except special projects or thesis) with a major in speech pathology and/or audiology.

(b) Continuing. The candidate shall hold a master's degree with a major in speech pathology and/or audiology.

(2) School counselor.

(a) Initial. The candidate shall have completed all requirements for the master's degree (except special projects or thesis) with a major in counseling.

(b) Continuing. The candidate shall hold a master's degree with a major in counseling.

(3) School occupational therapist.

(a) Initial.

(i) The candidate shall have completed an approved or accredited baccalaureate degree program in occupational therapy.

(ii) The candidate shall hold a valid license as an occupational therapist in Washington state.

(b) Continuing. The candidate shall have completed the requirements for an initial endorsement as a school occupational therapist and have completed at least fifteen quarter hours (ten semester hours) of course work beyond the baccalaureate degree in occupational therapy, other health sciences, or education.

(4) School physical therapist.

(a) The candidate shall hold a baccalaureate degree in physical therapy from a college or university having an approved or accredited school of physical therapy or the

candidate shall hold a baccalaureate degree and a certificate in physical therapy from an accredited school of physical therapy.

(i) The candidate shall hold a valid license as a physical therapist in Washington state.

(b) Continuing. The candidate shall have completed the requirements for an initial endorsement as a school physical therapist and have completed at least fifteen quarter hours (ten semester hours) of course work beyond the baccalaureate degree in physical therapy, other health sciences, or education.

(5) School psychologist.

(a) Initial.

The candidate shall have completed all requirements for the master's degree (except special projects or thesis) with a major or specialization in school psychology.

(b) Continuing. The candidate shall hold a master's degree with a major or specialization in school psychology.

(6) Reading resource specialist.

(a) Initial.

(i) The candidate shall have completed all requirements for the master's degree (except special projects or thesis) with a major or specialization in reading.

(ii) The candidate shall hold or have held a teaching certificate.

(b) Continuing. The candidate shall have completed the requirements for an initial certificate as a reading resource specialist and shall hold a master's degree with a major or specialization in reading.

(7) School nurse.

(a) Initial.

(i) The candidate shall hold a valid license as a registered nurse (RN) in Washington state.

(ii) The candidate shall hold a baccalaureate degree in nursing and have completed at least fifteen quarter hours (ten semester hours) of post baccalaureate upper division or graduate work in education, nursing, or other health sciences.

(b) Continuing. The candidate shall have completed the requirements for an initial endorsement as a school nurse and have completed at least an additional thirty quarter hours (twenty semester hours) of graduate work in education, nursing or other health sciences.

(8) School social worker.

(a) Initial.

The candidate shall have completed all requirements for a master's degree in social work except special projects or thesis.

(b) Continuing. The candidate shall hold a master's degree in social work.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-125, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-125, filed 2/17/88. Statutory Authority: RCW 28A.04.120(3) and 28A.70.005. 86-13-017 (Order 7-86), § 180-79-125, filed 6/10/86. Statutory Authority: RCW 28A.70.005. 81-12-025 (Order 7-81), § 180-79-125, filed 6/1/81. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-125, filed 6/2/80; 79-06-051 (Order 7-79), § 180-79-125, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-09-097 (Order 13-78), § 180-79-125, filed 9/1/78; 78-06-070 (Order 6-78), § 180-79-125, filed 5/26/78.]

WAC 180-79-127 Experience requirement for continuing certification—ESAs. In addition to the academic requirements specified in WAC 180-79-179, candidates for continuing educational staff associate certificates shall provide, as a condition for issuance of a continuing certificate, documentation of two years of continuous half time or more employment in the respective role with the same employer—i.e., school district, educational service district, state agency, college or university, private school, or private school system.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-127, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-127, filed 2/17/88.]

WAC 180-79-128 Supervised experience requirement for continuing certification. In order to obtain a continuing certificate, educational staff associates who hold initial ESA certificates must demonstrate their respective knowledges and skills while employed in that role by passing a one-quarter or one-semester college or university course that includes peer review. The college or university shall establish the procedures for the peer review with advice from the respective professional education advisory board.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-128, filed 12/14/88.]

WAC 180-79-129 Implementation of general knowledge requirement for certification. The general knowledge provisions of WAC 180-79-131, 180-79-136, and 180-79-140 shall not be applied to individual candidates for certification except as part of any exit or admission to practice examination required by rules of the state board of education.

[Statutory Authority: RCW 28A.70.005. 88-08-046 (Order 10-88), § 180-79-129, filed 4/4/88.]

WAC 180-79-130 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-131 General knowledge required of all candidates for certification. General knowledge required of all candidates for certification includes the following:

(1) SCHOOLS AND SOCIETY. Topics to be included consist of the following:

(a) Development of education in public and private schools in the United States.

(b) The nature and foundation of the educational system, including the evolution of school curriculum in grades P-12.

(c) Public policy issues related to the role of schools in a democratic society, with particular emphasis on:

(i) Equity issues related to various populations—e.g., race, sex, handicapping conditions, gifted, migrant, poverty, aliens, etc.

(ii) Study of values in public schools.

(iii) Issues related to the funding of public and private schools.

(iv) Compulsory attendance, compulsory education, and parental rights and responsibilities.

(v) Federal, state, and community control of schools.

(vi) Resource personnel and public and private agencies, including professional associations, which offer services to teachers, children, parents, and schools.

(2) HUMAN GROWTH, DEVELOPMENT, AND LEARNING. Topics included consist of the following:

(a) Physical, psychomotor, cognitive, social, and emotional development of the normal and exceptional child, including those with handicapping conditions and the highly capable from birth to age twenty-one.

(b) Theories of learning, including:

(i) Behaviorism.

(ii) Social learning.

(iii) Information processing.

(iv) Cognitive development.

(c) Educational processes appropriate to normal and exceptional children, including those with handicapping conditions and the highly capable from birth through age twenty-one as to:

(i) Collection and interpretation of data.

(ii) Identification and assessment of individual students.

(iii) Impact of teaching and learning techniques on behavior.

(3) AMERICAN SCHOOL LAW. Topics include legal matters common to all education systems within the United States and consist of the following:

(a) Educational structure and governance, including the role of the courts.

(b) Students and the law, including First Amendment and due process rights, corporal punishment, grading, expulsion, suspension, discipline, and search and seizure and privacy rights.

(c) School professionals and the law, including nonrenewal, discharge, revocation, academic freedom, collective bargaining, professional ethics and legal responsibilities, and child abuse and other reporting requirements.

(d) Professional and school district liability, including negligence and tort liability.

(e) Federal law respecting the rights of the handicapped.

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-131, filed 2/17/88.]

WAC 180-79-135 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-136 General knowledge required of all candidates for teacher certificates. General knowledge of all candidates for teacher certificates include the following:

(1) CLASSROOM MANAGEMENT AND DISCIPLINE. Topics to be included consist of the following:

(a) Research and theoretical models used to design instructional programs that manage the physical environment and the human dynamics of the classroom.

(b) Alternative forms of corrective action and application of such to classroom behavior.

(c) Designing instructional units, including alternative approaches to development, implementation, and evaluation of such units.

(2) INSTRUCTION METHODOLOGY. Topics to be included consist of the following:

(a) Instructional theory and strategies (i.e., Informational Processing, Personal, Social, Behavioral Systems), including the strengths and weaknesses of alternative models.

(b) The needs of exceptional students requiring special instruction, the assessment of learning abilities, the appropriate methods and materials, and the ways of adapting the regular curriculum for these students.

(c) The instructional uses of audio-visual materials, the computer, and other technological developments.

(d) Techniques for assessing students' reading and writing levels in content areas, making appropriate referrals, and, if necessary, prescribing appropriate remedial action.

(3) STUDENT TESTING, ASSESSMENT, AND EVALUATION. Topics to be included consist of the following:

(a) Developing and using classroom formative and summative procedures including planning, developing, administering and returning, essay, true/false, matching, and multiple choice items.

(b) Observing and rating student achievement and behavior.

(c) Student marking or grading systems.

(d) Social, legal, and ethical issues in student testing.

(4) PROGRAM ASSESSMENT. Topics to be included consist of the following:

(a) Interpreting norm and criterion referenced tests.

(b) Reliability and validity of classroom and standardized tests.

(c) Basic measurement and statistical concept.

(d) Ethnographic approaches.

(5) TEACHER EVALUATION AND PROFESSIONAL GROWTH. Topics to be included consist of the following:

(a) State evaluation laws, including contract renewal procedures.

(b) Procedures for obtaining feedback on professional effectiveness.

(c) Developing personal inservice plans for professional improvement.

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-136, filed 2/17/88.]

WAC 180-79-140 General knowledge required of all candidates for administrator certificates. General knowledge of all candidates for administrator certificates include the following:

(1) SCHOOL ORGANIZATION AND MANAGEMENT. Topics to be included consist of the following:

(a) Social systems theory, including:

(i) Formal and informal organization structure and communications.

(ii) Rational and organic models of organization.

(b) Organizational behavior, including:

(i) Bureaucratization.

(ii) Individual and institutional behavior.

(iii) Power, authority, and delegation.

(c) Management behavior, including:

(i) Management systems, including planning by objectives—i.e., goal setting, implementation, and evaluation.

(ii) Administrative style, including leadership models, decision making, motivation and change strategies, and conflict resolution.

(2) PROGRAM ADMINISTRATION. Topics to be included consist of the following:

(a) Personnel management, including:

(i) Recruitment and selection, including affirmative action, nondiscrimination, and interviews.

(ii) Employment, including job descriptions, salary surveys, comparable worth, collective bargaining, grievances, arbitration, wages and equal pay laws, entitlements, assignments, and working conditions.

(iii) Supervision, including managerial responsibilities, formative observation, summative evaluation, performance standards, discipline, nonrenewal, and discharge.

(b) Fiscal management, including:

(i) Budgeting procedures for public schools.

(ii) Accounting procedures for public schools.

(iii) Auditing procedures, both internal and external, for public schools.

(c) Community relations, including contact with media, community groups, advisory committees, and business and labor organizations.

(d) Curriculum development and evaluation, including:

(i) Theories and models for curriculum development in basic skills programs.

(ii) Remedial programs.

(iii) Articulation and sequencing between grade level and courses.

(iv) Interrelationship of specialized curriculum and courses—i.e., special education, gifted, chapter I, and vocational education.

(3) WASHINGTON STATE SCHOOL LAW. Topics included consist of the following:

(a) Provisions of the Washington state Constitution affecting the operation of public schools, including:

(i) Sectarian control of public schools.

(ii) Gift of public funds.

(iii) School finance.

(iv) School organization.

(v) Sex equity.

(b) Provisions of Washington state law, including applicable rules and regulations, affecting the operation of public schools, including:

(i) Basic education and categorical funding of education programs.

(ii) Special levies, operational and capital.

(iii) Intergovernmental agreements, interdistrict cooperation and contracts, and student transfer law.

(iv) Qualifications, elections, and recall of board members.

(v) Public disclosure, campaign reporting, conflict of interest, and open meeting laws.

(vi) Equity and nondiscrimination.

(vii) Education of the handicapped.

(viii) Student conduct, discipline, rights, and responsibilities.

(ix) Health and safety, including communicable disease, child abuse, and corporal punishment.

(x) Certification laws, issuance, assignment, endorsements, and revocation.

(xi) Recruitment, nonrenewal, and discharge of certificated employees.

(xii) Collective bargaining laws, certificated and classified.

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-140, filed 2/17/88.]

WAC 180-79-150 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-155 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-160 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-170 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-175 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-180 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-185 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-190 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-195 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-200 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-205 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-210 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-215 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-230 Limited certificates. Notwithstanding other requirements prescribed in this chapter for eligibility for certification in the state of Washington, the following certificates shall be issued under specific circumstances set forth below for limited periods of service:

(1) Consultant special certificate.

(a) The issuance of consultant special certificates is limited to:

(i) Persons highly qualified and experienced in fields of knowledge to be taught in the common or nonpublic schools;

(ii) Persons who qualify to instruct in the traffic safety program as paraprofessionals pursuant to WAC 392-153-020 (2) and (3);

(iii) Persons who are assigned instructional responsibility for intramural/interscholastic activities which are part of the district approved program.

(b) Such certificates are issued to individuals who are screened by the local school district or educational service district superintendents. The educational service district or local district superintendent will verify that the following criteria have been met when requesting the consultant special certificate:

(i) No person with regular certification in the field is available as verified by the district or educational service district superintendent;

(ii) The individual will be delegated primary responsibility for planning, conducting, and evaluating instructional activities and will not be serving in a paraprofessional role which would not require certification;

(iii) The individual is being certificated for a limited assignment and responsibility in a specified activity/field;

(iv) 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

(v) The district or educational service district superintendent will indicate the basis on which he/she has determined that the individual is competent for the assignment and will verify that general requirements for certification as set forth in WAC 180-75-085 have been met.

(c) The certificate is valid for one year and only for the activity specified. The certificate may be reissued on application and evidence that requirements continue to be met: *Provided*, That the superintendent of public instruction may extend the validity of the certificate for more than one year but no more than four years.

(2) Substitute certificate.

(a) The substitute certificate entitles the holder to act as substitute during the absence of the regularly certificated staff member for a period not to exceed thirty consecutive school days during the school year in any one assignment. This certificate may be issued to:

(i) Teachers, educational staff associates or administrators whose state of Washington certificates have expired, or

(ii) Persons who have completed state approved preparation programs at regionally accredited colleges and universities for certificates.

(b) The substitute certificate is valid for life:

(c) *Provided*, That if the district has exhausted or reasonably anticipates it will exhaust its list of qualified substitutes who are willing to serve as substitutes, the superintendent of public instruction may issue emergency substitute certificates to persons not fully qualified under this subsection for use in a particular school district once the list of otherwise qualified substitutes has been exhausted. Such emergency substitute certificates shall be valid for three years.

(3) Emergency certification.

(a) Emergency certification for specific positions may be issued upon the recommendation of school district and educational service district superintendents to persons who hold the appropriate degree and have substantially completed a program of preparation in accordance with Washington requirements for certification: *Provided*, That a qualified person who holds regular certification is not available or that the position is essential and circumstances warrant consideration of issuance of an emergency certificate.

(b) The emergency certificate is valid for one year.

(4) Nonimmigrant alien exchange teacher. Applicants for certification as a nonimmigrant alien exchange teacher must qualify pursuant to WAC 392-193-055(1) and be eligible to serve as a teacher in the elementary or secondary schools of the country of residence.

(5) Nonimmigrant alien foreign language teacher. Applicants for certification as a nonimmigrant alien foreign language teacher must qualify pursuant to WAC 392-193-055(2) and possess a baccalaureate degree or establish equivalency to a baccalaureate degree by having his or her college or university transcripts evaluated as equivalent by any accredited college or university within the state of Washington.

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-230, filed 2/17/88; 87-09-012 (Order 4-87), § 180-79-230, filed 4/3/87; 81-12-025 (Order 7-81), § 180-79-230, filed 6/1/81. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 79-06-051 (Order 7-79), § 180-79-230, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-230, filed 5/26/78.]

WAC 180-79-245 Reciprocity. Candidates for certification who hold certificates or credentials in other states or who have completed approved or accredited preparation programs in other states shall be eligible for Washington certificates as follows:

(1) Initial certificate. The initial certificate shall be issued by the superintendent of public instruction to any candidate 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.

(2) Continuing certificate. The continuing certificate shall be issued on verification that the candidate meets relevant academic and experience requirements and of passing the exit examination or admission to practice examination required for initial certification in the state of Washington and the candidate provides the superintendent of public instruction evidence of complying with the academic and experience requirements within this chapter for continuing certification in the state of Washington.

[Statutory Authority: RCW 28A.70.005. 88-05-047 (Order 3-88), § 180-79-245, filed 2/17/88; 81-12-025 (Order 7-81), § 180-79-245,

filed 6/1/81. Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 80-06-130 (Order 9-80), § 180-79-245, filed 6/2/80; 79-06-051 (Order 7-79), § 180-79-245, filed 5/22/79. Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-070 (Order 6-78), § 180-79-245, filed 5/26/78.]

WAC 180-79-250 Repealed. See Disposition Table at beginning of this chapter.

WAC 180-79-300 Subject area endorsement recommendations by colleges and universities. Applicants for subject area endorsements may apply directly to a Washington college or university with an approved preparation program in the particular subject area. Only applicants who have provided sufficient evidence of completion of the required course work and the essential areas of study for the particular subject area endorsement or who have passed written examinations pursuant to WAC 180-79-303 shall be recommended, by the college or university, to the superintendent of public instruction for an endorsement in such subject area: *Provided*, That nothing within this chapter precludes a college or university from adopting additional requirements as conditions for recommendation, by such college or university, to the superintendent of public instruction for a particular subject area endorsement.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-300, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-300, filed 4/3/87.]

WAC 180-79-303 Endorsement by examination. In lieu of completing the required number of credit hours and the essential areas of study, or any portion of such requirements, Washington colleges and universities with an approved preparation program for teachers may waive all or any portion of the requirement for a particular endorsement and recommend the candidate to the superintendent of public instruction for the particular endorsement if the following conditions are met:

(1) The candidate is required to demonstrate subject matter competency for all or a portion of the requirement waived through passage of one or more written examinations.

(2) In the case of waiver of an essential area of study, a faculty member regularly responsible for teaching a course which covers that essential area of study must attest to the fact that the proposed examination is of sufficient scope and depth to evaluate the candidate's knowledge of the essential area of study.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-303, filed 12/14/88.]

WAC 180-79-305 Subject area endorsements through SPI. Applicants for subject area endorsements may apply directly to the superintendent of public instruction for a particular subject area endorsement. The application for a particular subject area endorsement shall include the following:

(1) A list of the essential areas of study for a particular subject area endorsement.

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(2) Space for the applicant to document the college or university credit hours and/or approved in-service education programs which meet the credit hour requirements in the essential area of study.

(3) Space for the applicant to list all college or university credit hours and approved in-service education programs which are applicable to the minimum credit hour requirements and to indicate which type of evidence—i.e., college transcripts, in-service records, or other reliable documentation—will be forwarded to the superintendent of public instruction.

(4) An affidavit to be signed by the applicant that the information submitted is accurate.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-305, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-305, filed 4/3/87.]

WAC 180-79-310 Minimum course work credit hours—Definition. As used in this chapter, the term "minimum course work credit hours" means the minimum number of credit hours specified in WAC 180-79-086(1) for an endorsement in the subject matter area: *Provided*, That only course work which received a grade of C (2.0) or higher or a grade of pass on a pass-fail system of grading shall be counted toward the required minimum number of credit hours.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-310, filed 4/3/87.]

WAC 180-79-312 Award of college or university credit hours for experience. College and/or university credit hours awarded by accredited institutions of higher education for knowledge acquired in occupational or other experiences shall be recognized as meeting the minimum course work credit hours and/or the essential areas of study for a particular subject area endorsement if the college or university notes on its issued transcript that credit hours have been awarded for specific courses offered by such college or university.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-312, filed 4/3/87.]

WAC 180-79-315 In-service in lieu of college and university credit hours. The following shall govern the substitution of approved in-service education—i.e., sponsored by an approved in-service education provider pursuant to chapter 180-85 WAC—toward the minimum course work credit hours for a particular subject area endorsement and/or for meeting an essential area of study:

(1) The in-service education program must be offered by an in-service education agency approved pursuant to chapter 180-85 WAC.

(2) The in-service education program must be specifically designed by the in-service education agency to serve as a substitute for course work in the specified subject area or areas and/or as meeting a designated essential area of study. The criterion for determining whether the in-service education program is specifically

designed for such purpose is whether the in-service program's content is recognized as equivalent in content to what is generally recognized as the content of an equivalent course in an accredited college or university.

(3) The length of the in-service education program is at least ten continuing education hours.

(4) The in-service education agency must hold the recipient accountable for successful completion of the in-service education program through evaluation by an examination or some other work product provided by the recipient.

(5) The in-service education agency must provide the recipient with a letter, certificate, or other written document which indicates the following:

(a) The in-service education agency has been approved by the state board of education.

(b) The subject area or areas and/or the designated essential area of study for which the in-service education program was specifically designed to meet.

(c) The number of continuing education hours awarded.

(d) A statement that the recipient received a passing mark on an examination or some other work product which was evaluated by the in-service education agency.

(6) The in-service education agency must provide the superintendent of public instruction with the following fourteen calendar days prior to commencement of the in-service program:

(a) The dates and location of places where the in-service program will be offered.

(b) The names and qualification of the instructor or instructors who will be assisting in the in-service program.

(c) An outline of the topics to be covered within each in-service session.

(d) A description of the examination or work product which will be used to evaluate the participants.

(e) An invitation for a representative of the superintendent of public instruction and representative of the professional education advisory committee to attend and observe the in-service program.

(7) Upon completion of an in-service education program, the in-service education agency must provide the superintendent of public instruction the following:

(a) A copy of all program materials distributed to participants.

(b) A copy of the evaluation instrument and the results therefrom.

(8) *Provided*, That no more than one-third of the minimum course work credit hours required for a subject area endorsement may be met through in-service based on ten hours of approved in-service education for one-quarter hour of credit.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-315, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-315, filed 4/3/87.]

WAC 180-79-317 Evaluation of in-service in lieu of college and university credit hours by PEAC. The professional education advisory committee shall review materials submitted to the superintendent of public instruction pursuant to WAC 180-79-315, conduct an evaluation of such in-service programs, and report to the superintendent of public instruction and the state board of education its recommendation regarding the continuation of such program and/or the advisability of removing or modifying the limitation on number of in-service credit hours that may be applied to an endorsement. Such report shall be presented by January, 1992.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-317, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-317, filed 4/3/87.]

WAC 180-79-320 Agriculture—Subject area endorsement. In order to receive an endorsement in agriculture, the candidate shall have completed the minimum course work credit hours in the subject area of agriculture—e.g., agriculture, agronomy, and animal science—including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Plant science, agronomy, or horticulture.
- (2) Soil science.
- (3) Animal science or animal husbandry.
- (4) Agriculture mechanics.
- (5) Agriculture economics.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-320, filed 4/3/87.]

WAC 180-79-322 Anthropology—Subject area endorsement. In order to receive an endorsement in anthropology, the candidate shall have completed the minimum course work credit hours in the subject area of anthropology, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Cultural anthropology.
- (2) Physical anthropology.
- (3) Archeology.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-322, filed 4/3/87.]

WAC 180-79-324 Art—Subject area endorsement. In order to receive an endorsement in art, the candidate shall have completed the minimum course work credit hours in the subject area of art, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Art history or criticism.
- (2) Aesthetics or philosophy of art.
- (3) Drawing.
- (4) Painting.
- (5) Sculpture.
- (6) Instructional methods in art.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-324, filed 4/3/87.]

WAC 180-79-326 Bilingual education—Subject area endorsement. In order to receive an endorsement in bilingual education, the candidate shall have completed

the minimum course work credit hours in the subject area of bilingual education, which shall include, but not be limited to, one-half or more of the minimum course work credit hours for an endorsement in a designated foreign language and credit hours in each of the following essential areas of study:

- (1) Linguistics.
- (2) Instructional methods in English as a second language.
- (3) History and/or theories of bilingual education.
- (4) Instructional methods in bilingual education.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-326, filed 4/3/87.]

WAC 180-79-328 Biology--Subject area endorsement. In order to receive an endorsement in biology, the candidate shall have completed the minimum course work credit hours in the subject area of biology, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Genetics.
- (2) Ecology or evolution theory.
- (3) Botany, including laboratory experience therein.
- (4) Zoology, including laboratory experience therein.
- (5) Laboratory management and safety.
- (6) Science technology and society or bioethics.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-328, filed 4/3/87.]

WAC 180-79-330 Business education--Subject area endorsement. In order to receive an endorsement in business education, the candidate shall have completed the minimum course work credit hours in the subject area of business education—e.g., business administration, business education, and accounting—including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Business organization or management.
- (2) Office procedures or applications.
- (3) Information processing, word processing, or machine transcription.
- (4) Microcomputer application.
- (5) Instructional methods in keyboarding.
- (6) Instructional methods in accounting.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-330, filed 4/3/87.]

WAC 180-79-332 Chemistry--Subject area endorsement. In order to receive an endorsement in chemistry, the candidate shall have completed the minimum course work credit hours in the subject area of chemistry, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Organic chemistry, including laboratory experience therein.
- (2) Inorganic chemistry, including laboratory experience therein.
- (3) Analytic chemistry, including laboratory experience therein.
- (4) Physical chemistry.
- (5) Laboratory management and safety.

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[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-332, filed 4/3/87.]

WAC 180-79-334 Computer science--Subject area endorsement. In order to receive an endorsement in computer science, the candidate shall have completed the minimum course work credit hours in the subject area of computer science, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Computers and society.
- (2) Computer software.
- (3) Data structures.
- (4) Assembly language.
- (5) Structured programming in BASIC or Logo.
- (6) Structured programming in one of the high level languages: LISP, C, Pascal, PROLOG, FORTRAN, PL 1, Smalltalk, COBOL, Modula-2, FORTH, RPG.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-334, filed 4/3/87.]

WAC 180-79-336 Designated foreign language--Subject area endorsement. In order to receive an endorsement in a designated foreign language, the candidate shall have completed the minimum course work credit hours in the subject area of the designated foreign language, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Writing/composition in the designated foreign language.
- (2) Conversation in the designated foreign language.
- (3) Reading in the designated foreign language.
- (4) History and culture of the designated foreign language.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-336, filed 4/3/87.]

WAC 180-79-338 Drama--Subject area endorsement. In order to receive an endorsement in drama, the candidate shall have completed the minimum course work credit hours in the subject area of drama, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Acting skills.
- (2) Theater production.
- (3) Theater history or history of drama.
- (4) Creative drama.
- (5) Theater directing.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-338, filed 4/3/87.]

WAC 180-79-340 Early childhood education, regular--Subject area endorsement. In order to receive an endorsement in early childhood education, regular, the candidate shall have completed the minimum course work credit hours in the subject area of early childhood education—e.g., preschool, early childhood, and elementary education, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) All essential areas of study for an endorsement in elementary education.
- (2) Issues and trends in early childhood education.

(3) Instructional methods in early childhood or pre-school education.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-340, filed 4/3/87.]

WAC 180-79-342 Early childhood education, special education--Subject area endorsement. In order to receive an endorsement in early childhood education, special education, the candidate shall have completed the minimum course work credit hours in the subject area of special education and early childhood education, the credit hours in each of the essential areas of study for an endorsement in the subject area of special education, and credit hours in each of the following essential areas of study:

- (1) Issues and trends in early childhood education.
- (2) Instructional methods in early childhood education.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-342, filed 4/3/87.]

WAC 180-79-344 Earth science--Subject area endorsement. In order to receive an endorsement in earth science, the candidate shall have completed the minimum course work credit hours in the subject area of earth science—e.g., geology, mineralogy, oceanography, astronomy, and meteorology—including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Physical geology.
- (2) Historical geology.
- (3) Environmental geology.
- (4) Oceanography.
- (5) Astronomy.
- (6) Meteorology.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-344, filed 4/3/87.]

WAC 180-79-346 Economics--Subject area endorsement. In order to receive an endorsement in economics, the candidate shall have completed the minimum course work credit hours in the subject area of economics, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Macroeconomics.
- (2) Microeconomics.
- (3) History and/or development of economic thought.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-346, filed 4/3/87.]

WAC 180-79-348 Elementary education--Subject area endorsement. In order to receive an endorsement in elementary education, the candidate shall have completed the minimum course work credit hours in the subject area of elementary education, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Child growth and development.
- (2) Classroom organization and management.
- (3) Instructional methods in reading.

- (4) Instructional methods in mathematics.
- (5) Instructional methods in language arts.
- (6) Instructional methods in science.
- (7) Instructional methods in social studies.
- (8) Instructional methods in art.
- (9) Instructional methods in music.
- (10) Instructional methods in physical education.
- (11) Instructional methods in health education.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-348, filed 4/3/87.]

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) American literature.
- (2) English literature.
- (3) Comparative literature.
- (4) Linguistics or structure of language.
- (5) Writing/composition.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-350, filed 4/3/87.]

WAC 180-79-352 English as a second language--Subject area endorsement. In order to receive an endorsement in English as a second language, the candidate shall have completed the minimum course work credit hours in the subject area of English as a second language—e.g., English, elementary education, and English as a second language—including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Structure of language or language acquisition.
- (2) Culture and learning for the ESL student.
- (3) Instructional methods in language arts for the ESL student.
- (4) Instructional methods in reading for the ESL student.
- (5) Instructional methods in English as a second language.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-352, filed 4/3/87.]

WAC 180-79-354 English/language arts--Broad subject area endorsement. In order to receive an endorsement in English/language arts, the candidate shall have completed the minimum course work credit hours in the specialized subject areas of English/language arts, the credit hours in each of the essential areas of study for an English subject area endorsement, and credit hours selected from the essential areas of study in each of the specialized English/language arts subject areas of:

- (1) Drama.
- (2) Speech.
- (3) Journalism.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-354, filed 4/3/87.]

WAC 180-79-356 Geography--Subject area endorsement. In order to receive an endorsement in geography, the candidate shall have completed the minimum course work credit hours in the subject area of geography, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Physical geography.
- (2) Human or cultural geography.
- (3) Economic geography.
- (4) North American or other regional geography.
- (5) Map reading and analysis.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-356, filed 4/3/87.]

WAC 180-79-358 Health--Subject area endorsement. In order to receive an endorsement in health, the candidate shall have completed the minimum course work credit hours in the subject area of health, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Substance use and abuse.
- (2) Wellness and illness.
- (3) Nutrition.
- (4) Human physiology.
- (5) Safety education.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-358, filed 4/3/87.]

WAC 180-79-360 History--Subject area endorsement. In order to receive an endorsement in history, the candidate shall have completed the minimum course work credit hours in the subject area of history, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Washington state or Pacific Northwest history and government.
- (2) United States history.
- (3) World, Western, or Pacific Rim history or civilizations.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-360, filed 4/3/87.]

WAC 180-79-362 Home economics--Subject area endorsement. In order to receive an endorsement in home economics, the candidate shall have completed the minimum course work credit hours in the subject area of home economics, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Family relations.
- (2) Child growth and development.
- (3) Nutrition.
- (4) Consumer education or resource management.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-362, filed 4/3/87.]

WAC 180-79-364 Industrial arts--Subject area endorsement. In order to receive an endorsement in industrial arts, the candidate shall have completed the minimum course work credit hours in the subject area of industrial arts, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Industrial safety.
- (2) Technology education.
- (3) Industrial arts program management.
- (4) Manufacturing, construction, communications, or transportation.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-364, filed 4/3/87.]

WAC 180-79-366 Marketing education--Subject area endorsement. In order to receive an endorsement in marketing education, the candidate shall have completed the minimum course work credit hours in the subject area of marketing education—e.g., business administration, business or marketing education, and economics—including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Selling.
- (2) Economics.
- (3) Retail management.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-366, filed 4/3/87.]

WAC 180-79-368 Journalism--Subject area endorsement. In order to receive an endorsement in journalism, the candidate shall have completed the minimum course work credit hours in the subject area of journalism, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) News and feature writing.
- (2) Copy editing.
- (3) News production.
- (4) Copy makeup and design.
- (5) Legal rights and liabilities of the press.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-368, filed 4/3/87.]

WAC 180-79-370 Learning resources--Subject area endorsement. In order to receive an endorsement in learning resources, the candidate shall have completed the minimum course work credit hours in the subject area of learning resources, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Library/media materials selection.
- (2) Materials production.
- (3) Literature for children and young adults.
- (4) Information services.
- (5) Learning resources management.
- (6) Instructional methods in learning resources.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-370, filed 4/3/87.]

WAC 180-79-372 Mathematics--Subject area endorsement. In order to receive an endorsement in mathematics, the candidate shall have completed the minimum course work credit hours in the subject area of mathematics, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Euclidean geometry.
- (2) Non-Euclidean geometry.
- (3) Differential calculus.

- (4) Integral calculus.
- (5) Discrete mathematics.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-372, filed 4/3/87.]

WAC 180-79-374 Music--Broad subject area endorsement. In order to receive an endorsement in music, the candidate shall have completed the minimum course work credit hours in the subject area of music, the requirements for an endorsement in the specialized subject areas of choral music and instrumental music, and at least an additional six quarter (four semester) hours of credit hours of performance experience in both choral music and instrumental music.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-374, filed 4/3/87.]

WAC 180-79-376 Choral music--Subject area endorsement. In order to receive an endorsement in choral music, the candidate shall have completed the minimum course work credit in the subject area of music, including at least three quarter hours (two semester hours) of performance experience in choral music, and credit hours in each of the following essential areas of study:

- (1) Score reading.
- (2) Music theory.
- (3) Music history and/or culture.
- (4) Conducting.
- (5) Instructional methods in choral music.
- (6) Instructional methods in general music.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-376, filed 4/3/87.]

WAC 180-79-378 Instrumental music--Subject area endorsement. In order to receive an endorsement in instrumental music, the candidate shall have completed the minimum course work credit hours in the subject area of music, including at least three quarter hours (two semester hours) of performance experience in instrumental music, and credit hours in each of the following essential areas of study:

- (1) Score reading.
- (2) Music theory.
- (3) Music history and/or culture.
- (4) Conducting.
- (5) Instructional methods in instrumental music.
- (6) Instructional methods in general music.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-378, filed 4/3/87.]

WAC 180-79-380 Physical education--Subject area endorsement. In order to receive an endorsement in physical education, the candidate shall have completed the minimum course work credit hours in the subject area of physical education, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Care and prevention of student injury including first aid.
- (2) Kinesiology.
- (3) Exercise physiology.

- (4) School physical education, sports, or athletic law.
- (5) Sociology and/or psychology of sports.
- (6) Instructional methods in physical education for the handicapped.
- (7) Instructional methods in physical education.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-380, filed 4/3/87.]

WAC 180-79-382 Physics--Subject area endorsement. In order to receive an endorsement in physics, the candidate shall have completed the minimum course work credit hours in the subject area of physics, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Mechanics, including laboratory experience therein.
- (2) Electricity and magnetism, including laboratory experience therein.
- (3) Light and sound, including laboratory experience therein.
- (4) Thermodynamics, modern physics, or astronomy.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-382, filed 4/3/87.]

WAC 180-79-384 Political science--Subject area endorsement. In order to receive an endorsement in political science, the candidate shall have completed the minimum course work credit hours in the subject area of political science, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) American government.
- (2) International relations or studies.
- (3) Comparative government or political systems.
- (4) Political theory.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-384, filed 4/3/87.]

WAC 180-79-386 Psychology--Subject area endorsement. In order to receive an endorsement in psychology, the candidate shall have completed the minimum course work credit hours in the subject area of psychology, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Human behavior.
- (2) Learning theories.
- (3) Developmental psychology.
- (4) Interpersonal psychology.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-386, filed 4/3/87.]

WAC 180-79-388 Reading--Subject area endorsement. In order to receive an endorsement in reading, the candidate shall have completed the minimum course work credit hours in the subject area of reading, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Reading development.
- (2) Reading diagnosis and prescription.
- (3) Children and adolescent literature.
- (4) Instructional methods in reading.

(5) Instructional methods in reading in the content areas.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-388, filed 4/3/87.]

WAC 180-79-390 Science--Broad subject area endorsement. In order to receive an endorsement in science, the candidate shall have completed the minimum course work credit hours in the specialized subject areas of science, the credit hours in each of the essential areas of study for a chemistry, physics, biology, or earth science subject area endorsement, and at least nine quarter (six semester) credit hours selected from the essential areas of study in each of the specialized science subject areas of:

- (1) Chemistry, including laboratory experience therein.
- (2) Physics, including laboratory experience therein.
- (3) Biology, including laboratory experience therein.
- (4) Earth science.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-390, filed 4/3/87.]

WAC 180-79-392 Sociology--Subject area endorsement. In order to receive an endorsement in sociology, the candidate shall have completed the minimum course work credit hours in the subject area of sociology, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Group behavior.
- (2) Social institutions.
- (3) Social process.
- (4) Theory and history of sociology.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-392, filed 4/3/87.]

WAC 180-79-394 Social studies--Broad subject area endorsement. In order to receive an endorsement in social studies, the candidate shall have completed the minimum course work credit hours in the specialized subject areas of social studies, the credit hours in each of the essential areas of study for a history subject area endorsement, credit hours in American government, and credit hours selected from the essential areas of study in each of the specialized social studies subject areas of:

- (1) Economics.
- (2) Anthropology, sociology, or psychology.
- (3) Geography.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-394, filed 4/3/87.]

WAC 180-79-396 Special education--Subject area endorsement. In order to receive an endorsement in special education, the candidate shall have completed the minimum course work credit hours in the subject area of special education, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Exceptionality.
- (2) Alternative delivery systems and strategies for special education.
- (3) Student assessment and evaluation.

(4) Procedural and substantive legal issues in special education.

(5) Instructional methods in special education.

[Statutory Authority: RCW 28A.70.005 and 28A.04.120(3). 89-01-042 (Order 27-88), § 180-79-396, filed 12/14/88. Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-396, filed 4/3/87.]

WAC 180-79-398 Speech--Subject area endorsement. In order to receive an endorsement in speech, the candidate shall have completed the minimum course work credit hours in the subject area of speech, including, but not limited to, credit hours in each of the following essential areas of study:

- (1) Public speaking.
- (2) Debate.
- (3) Group process.
- (4) Interpersonal communication.

[Statutory Authority: RCW 28A.70.005. 87-09-012 (Order 4-87), § 180-79-398, filed 4/3/87.]

Chapter 180-80 WAC

TEACHER EDUCATION AND CERTIFICATION

WAC

180-80-205 through 180-80-705 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 180-80-205 Washington program of teacher education—Provisional and standard certificates. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-063 (Order 7-78), § 180-80-205, filed 5/25/78; Order 5-77, § 180-80-205, filed 6/1/77; Order 1-76, § 180-80-205, filed 2/3/76; Order 11-70, § 180-80-205, filed 10/30/70, effective 11/30/70; § IIA (part), filed 10/4/62; § IIA (part), filed 3/24/60.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-210 Washington program of teacher education—Provisional certificate. [Order 7-75, § 180-80-210, filed 7/22/75; Order 1-73, § 180-80-210, filed 2/28/73; Order 11-70, § 180-80-210, filed 10/30/70, effective 11/30/70; § IIA (part), filed 10/4/62; § IIA (part), filed 3/24/60.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-215 Washington program of teacher education—Standard certificate. [Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 79-06-052 (Order 8-79), § 180-80-215, filed 5/22/79; Order 11-77, § 180-80-215, filed 9/13/77; Order 16-75, § 180-80-215, filed 12/11/75; Order 10-75, § 180-80-215, filed 9/9/75; Order 1-73, § 180-80-215, filed 2/28/73; Order 11-70, § 180-80-215, filed 10/30/70, effective 11/30/70; § IIA (part), filed 10/4/62; § IIA (part), filed 3/24/60.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-280 Administrators' credentials—Requirements—Types—Effective date—Interpretation of standards. [Statutory Authority: RCW 28A.04.120, chapters 28A.70 and 28A.93 RCW. 78-06-063 (Order 7-78), § 180-80-280, filed 5/25/78; Order 13-75, § 180-80-280, filed 10/28/75; Order 11-70, § 180-80-280, filed 10/30/70, effective 11/30/70; § IV (part), filed 10/4/62; § 5 (part), filed 3/24/60.] Repealed by 88-

- 05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-285 Administrators' credentials—Credit hour and degree requirements. [Order 11-70, § 180-80-285, filed 10/30/70, effective 11/30/70; § IVA (part), filed 10/4/62; § VA (part), filed 3/24/60; provisions relating to training institutions formerly codified in WAC 180-80-295.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-290 Administrators' credentials—Study program—Principals' credentials. [Order 11-70, § 180-80-290, filed 10/30/70, effective 11/30/70; § IVA (part), filed 10/4/62; § VA (part), filed 3/24/60.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-295 Administrators' credentials—Study program—Superintendent's credentials. [Order 11-70, § 180-80-295, filed 10/30/70, effective 11/30/70; § IVA (part), filed 10/4/60; § VA (part), filed 3/24/60.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-300 Administrators' credentials—Experience requirements. [Order 11-70, § 180-80-300, filed 10/30/70, effective 11/30/70; § IVB, filed 10/4/62; § VB, filed 3/24/60.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-301 Administrators' credentials—Teacher's certificate a prerequisite. [Order 11-70, § 180-80-301, filed 10/30/70, effective 11/30/70; § IVD (part), filed 10/4/62; § VD (part), filed 3/24/60; Formerly WAC 180-80-310.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-302 Administrators' credentials—General requirements for determination of applicant eligibility. [Order 11-70, § 180-80-302, filed 10/30/70, effective 11/30/70; § IVC (part) and IVD (part), filed 10/4/62; § VB (part) and VD (part), filed 3/24/60; Formerly WAC 180-80-305 and 180-80-310.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-303 Administrators' credentials—Administrative positions authorized. [Order 11-70, § 180-80-303, filed 10/30/70, effective 11/30/70; § IVD (part), filed 10/4/62; § VD (part), filed 3/24/60; Formerly WAC 180-80-310.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-312 Administrators' credentials—Period of validity and reinstatement of credentials. [Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 79-06-052 (Order 8-79), § 180-80-312, filed 5/22/79; Order 11-70, § 180-80-312, filed 10/30/70, effective 11/30/70; § IVD (part), filed 10/4/62; § VD (part), filed 3/24/60; Formerly WAC 180-80-310.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-530 Guidelines and standards for programs of preparation leading to teacher certification—Preservice program. [Order 11-70, § 180-80-530, filed 10/30/70, effective 11/30/70; § C, filed 10/4/62.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-80-705 Guidelines and standards for development and approval of programs of preparation—Certification. [Statutory Authority: RCW 28A.04.120 (1), (2), and (3). 79-06-052 (Order 8-79), § 180-80-705, filed 5/22/79; Order 3-71, § 180-80-705, filed 7/13/71, effective 9/1/71.] Repealed by 88-05-048 (Order 4-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.

WAC 180-80-205 through 180-80-705 Repealed.
See Disposition Table at beginning of this chapter.

Chapter 180-81 WAC

PROFESSIONAL CERTIFICATION--MASTERS IN TEACHING DEGREE

WAC

- 180-81-003 Authority.
180-81-005 Purpose.
180-81-010 Compliance with this chapter necessary for certification.
180-81-015 Application for degree approval.
180-81-020 Admission standard—Program approval requirement.
180-81-025 Certification standard—Program approval requirement.
180-81-030 Academic advising—Program approval requirement.
180-81-035 Program review—Program approval standard.

WAC 180-81-003 Authority. The authority for this chapter is RCW 28A.04.172 which authorizes the state board of education to develop the standards for a masters in teaching degree.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-003, filed 12/14/88.]

WAC 180-81-005 Purpose. The purpose of this chapter is to set forth the standards for a masters in teaching degree.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-005, filed 12/14/88.]

WAC 180-81-010 Compliance with this chapter necessary for certification. From colleges and universities within the state of Washington, only masters in teaching degrees that are approved pursuant to the provisions of this chapter shall be recognized as masters in teaching degrees for the purpose of chapter 180-79 WAC.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-010, filed 12/14/88.]

WAC 180-81-015 Application for degree approval. Any college or university operating an approved preparation program for teachers may apply to the state board of education for approval of its masters in teaching degree. Such approval shall be granted upon documentation that the program approval standards within this chapter are being met.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-015, filed 12/14/88.]

WAC 180-81-020 Admission standard—Program approval requirement. The college or university shall establish admission requirements to its masters in teaching degree program. Such requirements shall be at least equal to the admission standards for the graduate school at such college or university and shall be approved by the governing board of the college or university.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-020, filed 12/14/88.]

WAC 180-81-025 Certification standard—Program approval requirement. The masters in teaching degree shall be awarded only to candidates who have completed

an approved professional preparation program for teachers in the state of Washington.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-025, filed 12/14/88.]

WAC 180-81-030 Academic advising—Program approval requirement. The college or university shall establish a procedure to advise and counsel masters in teaching candidates which, among other matters, advises the candidate about the certification requirements within chapters 180-75, 180-77, and 180-79 WAC. Such candidate shall be advised that such requirements are not necessarily fulfilled by the awarding of a masters in teaching degree.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-030, filed 12/14/88.]

WAC 180-81-035 Program review—Program approval standard. Prior to submission of an application for approval of its proposed masters in teaching degree program, the college or university shall submit its proposed application, for review and comment, to its professional education advisory board for the teacher preparation program.

[Statutory Authority: RCW 18A.04.172 [28A.04.172]. 89-01-044 (Order 29-88), § 180-81-035, filed 12/14/88.]

Chapter 180-84 WAC

SPECIALIZED PERSONNEL STANDARDS

WAC

180-84-015 through 180-84-090 Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 180-84-015 Certification of school psychologists—Role and function. [Order 12-70, § 180-84-015, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-020 Certification of school psychologists—Certification requirements. [Order 12-70, § 180-84-020, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-025 Certification of school psychologists—Academic requirements. [Order 12-70, § 180-84-025, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-050 Certification of school social workers—Role and function. [Order 12-70, § 180-84-050, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-055 Certification of school social workers—Educational requirements. [Order 12-70, § 180-84-055, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-060 Certification of school social workers—Certification requirements. [Order 12-70, § 180-84-060, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.

- 180-84-075 Certification of school nurses—Role and function. [Order 12-70, § 180-84-075, filed 10/30/70.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-080 Certification of school nurses—Recommendation as to nursing specialization. [Order 12-70, § 180-84-080, filed 10/30/70.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.
- 180-84-090 Certification of school nurses—Certification requirements. [Order 12-70, § 180-84-090, filed 10/30/70; Rules (part), effective 7/10/61.] Repealed by 88-05-049 (Order 5-88), filed 2/17/88. Statutory Authority: RCW 28A.70.005.

WAC 180-84-015 through 180-84-090 Repealed. See Disposition Table at beginning of this chapter.

Chapter 180-85 WAC

PROFESSIONAL CERTIFICATION—CONTINUING EDUCATION REQUIREMENT

WAC

- 180-85-020 Effective date and applicable certificates.
- 180-85-025 Continuing education—Definition.
- 180-85-030 Continuing education credit hour—Definition.
- 180-85-045 Approved in-service education agency—Definition.
- 180-85-075 Continuing education requirement.
- 180-85-080 College and university transcripts.
- 180-85-083 VTI course hour verification.
- 180-85-085 In-service education records.
- 180-85-120 Appeal from determination of lapsed status.
- 180-85-200 In-service education approval standards.
- 180-85-202 Prior notice to SPI of sponsorship of an in-service program.
- 180-85-205 Required recordkeeping by approved in-service education agencies.
- 180-85-220 Noncompliance—Substantial compliance rule.
- 180-85-225 Appeal to state board of education.

WAC 180-85-020 Effective date and applicable certificates. The provisions of this chapter shall apply to the following certificates issued on or after August 31, 1987:

- (1) Continuing certificates as provided in chapter 180-79 WAC.
- (2) Standard certificates as provided under previous standards of the state board of education.
- (3) *Provided*, That applicants who have completed all requirements for a continuing or standard certificates prior to August 31, 1987, and who apply for such certificate prior to July 1, 1988, and applicants who have completed all requirements for a continuing or standard certificate except one of the three-years experience requirement prior to August 31, 1987, and who completes such requirement and applies prior to August 31, 1988, shall be exempt from the continuing education requirements of this chapter.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-020, filed 12/14/88; 87-12-041 (Order 10-87), § 180-85-020, filed 6/1/87; 86-13-018 (Order 8-86), § 180-85-020, filed 6/10/86.]

WAC 180-85-025 Continuing education—Definition. As used in this chapter, the term "continuing education" shall mean:

(1) All college and/or university credit awarded by a regionally accredited institution of higher education.

(2) All continuing education credit hours awarded by a vocational-technical institute pursuant to WAC 180-85-030(3) and 180-85-083 and all continuing education credit hours awarded in conformance with the in-service education procedures and standards specified in this chapter by an approved in-service education agency.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-025, filed 12/14/88; 86-13-018 (Order 8-86), § 180-85-025, filed 6/10/86.]

WAC 180-85-030 Continuing education credit hour--Definition. As used in this chapter, the term "continuing education credit hour" shall mean:

(1) For each college or university semester hour credit, fifteen hours of continuing education credit hours shall be granted.

(2) For each college or university quarter hour credit, ten hours of continuing education credit hours shall be granted.

(3) For each sixty minutes of instruction in course work provided by a vocational-technical institute, one continuing education credit hour shall be granted.

(4) For each sixty minutes of approved in-service education including reasonable time for breaks and passing time, one continuing education credit hour shall be granted. In the application of this subsection, the in-service education provider shall determine what is reasonable.

(5) In the application of this section, approved in-service credit hours shall not include:

(a) Routine staff meetings--such as district, building, or area meetings within an agency, district, or building--to discuss or explain operational policies or administrative practices within the agency, district, or building;

(b) Business meetings of professional associations to discuss operational policies or practices of the association;

(c) Social hours, independent study, or actual meal time.

(6) In the application of this section, for the purpose of official records of the amount of in-service credit hours, the in-service provider or the superintendent of public instruction shall round continuing education credit hours down to the nearest half hour of credits actually completed--i.e., .50, and .00--and in no case shall an applicant receive credit for an in-service program that was less than a total of three continuing education credit hours.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-030, filed 12/14/88; 88-01-086 (Order 16-87), § 180-85-030, filed 12/21/87; 86-13-018 (Order 8-86), § 180-85-030, filed 6/10/86.]

WAC 180-85-045 Approved in-service education agency--Definition. As used in this chapter, the term "approved in-service education agency" shall mean an agency approved by the state board of education to provide in-service education programs and to grant continuing education credit hours to all or a selective group of

educators. Such agency must demonstrate the following characteristics:

(1) The agency is one of the following entities or a department or section within such entities:

(a) A college or university referenced in WAC 180-85-025(1);

(b) A professional organization which for the purpose of this chapter shall mean any local, state, regional, or national organization composed primarily of teachers, administrators, and/or educational staff associates;

(c) A school district, an educational service district, and the superintendent of public instruction; or

(d) An approved private school which for the purpose of this chapter shall mean the same as provided in WAC 180-90-112.

(2) The agency has either a committee or board of directors which provides prior approval to proposed in-service education programs that are designed to meet the program standards set forth in WAC 180-85-200. In the case of school districts or educational service districts the committee shall be composed of the same representatives as required by RCW 28A.71.210--i.e., "representatives from the ranks of administrators, building principals, teachers, classified and support personnel ---, the public ---, and --- institution(s) of higher education, ---."

[Statutory Authority: RCW 28A.70.005. 88-01-086 (Order 16-87), § 180-85-045, filed 12/21/87; 87-09-013 (Order 5-87), § 180-85-045, filed 4/3/87; 86-13-018 (Order 8-86), § 180-85-045, filed 6/10/86.]

WAC 180-85-075 Continuing education requirement. Each holder of a professional education certificate affected by this chapter shall be required to complete one hundred fifty credit hours of continuing education prior to his or her first lapse date and during each period between subsequent lapse dates.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-075, filed 12/14/88; 86-13-018 (Order 8-86), § 180-85-075, filed 6/10/86.]

WAC 180-85-080 College and university transcripts. Holders of certificates affected by this chapter, from time to time, shall cause the transmission of official college or university transcripts by such college or university to the superintendent of public instruction which substantiate the completion of course work that the holder desires to have applied to his or her continuing education requirement. Such transcript shall be recorded by the superintendent of public instruction in the holder's certification file. However, the holder must notify the superintendent of public instruction that the transcript has been submitted to the superintendent of public instruction for application to his or her continuing education credit hours as a condition to receiving such credit hours.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-080, filed 12/14/88; 86-13-018 (Order 8-86), § 180-85-080, filed 6/10/86.]

WAC 180-85-083 VTI course hour verification. Holders of certificates affected by this chapter, from

time to time, shall cause the transmission of official vocational-technical institute transcripts or other official documentation by such vocational-technical institute to the superintendent of public instruction which substantiate the completion of course work hours of instruction that the holder desires to have applied to his or her continuing education requirement. Such documentation shall be recorded by the superintendent of public instruction in the holder's certification file. However, the holder must notify the superintendent of public instruction that the transcript or other documentation has been submitted to the superintendent of public instruction for application to his or her continuing education credit hours as a condition to receiving such credit hours.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-083, filed 12/14/88.]

WAC 180-85-085 In-service education records. Holders of certificates affected by this chapter who do not claim credit pursuant to WAC 180-85-080 for the same in-service education program shall cause the transmission of the necessary information to claim continuing education credit hours by the in-service provider to the superintendent of public instruction, on forms provided or approved by the superintendent of public instruction and distributed to registrants by the in-service provider. Such holders shall be notified on such form that the intentional misrepresentation of a material fact on such form subjects the holder to revocation of his or her certificate pursuant to chapter 180-86 WAC and that a copy of such completed form should be retained by the holder for possible disputes arising under this chapter and for other purposes that may arise, including verification of in-service hours completed for a current or prospective employer.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-085, filed 12/14/88; 88-01-086 (Order 16-87), § 180-85-085, filed 12/21/87.]

WAC 180-85-120 Appeal from determination of lapsed status. Any certificate holder who contests the determination by the superintendent of public instruction that his or her certificate has lapsed shall be entitled to appeal such determination in accordance with the procedures specified in chapter 180-86 WAC. Any such appeal shall operate as a stay of lapsing until a final administrative level decision has been rendered.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-120, filed 12/14/88; 86-13-018 (Order 8-86), § 180-85-120, filed 6/10/86.]

WAC 180-85-200 In-service education approval standards. In-service education programs provided by approved in-service education agencies shall meet the following program standards:

(1) The objectives of the in-service program—i.e., intended outcomes—shall be written for each in-service education program.

(2) The content of the in-service education program shall be set forth in a program agenda which shall specify the topics to be covered, the days and times of each

presentation, and the names and short description of qualifications of each instructor—e.g., degrees and current professional position.

(3) All in-service education instructors shall have academic and/or professional experience which specifically qualifies them to conduct the in-service education program—e.g., a person with expertise in a particular subject, field, or occupation.

(4) Program materials, including the program agenda, prepared, designed, or selected for the in-service education program shall be available to all attendees.

(5) The in-service education program shall be evaluated by the participants to determine the success of the program, including the following:

(a) The extent to which the written objectives—i.e., subsection (1) of this section—have been met;

(b) The quality of the physical facilities in which the program was offered;

(c) The quality of the oral presentation by each instructor;

(d) The quality of the written program materials provided by each instructor; and

(e) Suggestions for improving the in-service education program if repeated.

(6) The in-service education agency shall compile the evaluations required in subsection (5) of this section in summary form.

(7) The designated administrator of each in-service education program shall assess the value and success of such program and periodically report his or her findings to the governing or advisory board which authorized the in-service program.

(8) The standards for recordkeeping as provided in WAC 180-85-205 shall apply.

(9) The in-service education agency must permit a designated representative of the superintendent of public instruction to attend the in-service education program at no charge and permit such representative to receive a copy of the program materials required by subsection (4) of this section also at no charge.

(10) The in-service education agency must provide each registrant with appropriate forms for claiming continuing education credit hours.

(11) Note: The provisions of this section and WAC 180-85-202 do not apply to credit hours awarded by a college or university or course work continuing education hours awarded by a vocational-technical institute.

[Statutory Authority: RCW 28A.70.005. 89-01-043 (Order 28-88), § 180-85-200, filed 12/14/88; 88-01-086 (Order 16-87), § 180-85-200, filed 12/21/87; 86-13-018 (Order 8-86), § 180-85-200, filed 6/10/86.]

WAC 180-85-202 Prior notice to SPI of sponsorship of an in-service program. Prior to the offering of an in-service education program by an approved in-service education agency, such agency shall submit to the superintendent of public instruction, at least thirty calendar days prior to such offering, a notice of sponsorship, on forms provided by the superintendent of public instruction. The notice of sponsorship shall contain such

information as requested by the superintendent of public instruction and the following information attached:

(1) The program agenda for the in-service program as required by WAC 180-85-200(2).

(2) The evaluation form as required by WAC 180-85-200(5).

(3) *Provided*, That, if the in-service education program is also being offered for college or university credit hours, such agency need not submit the notice of sponsorship to the superintendent of public instruction until at least ten calendar days prior to the offering.

(4) *Provided*, That a single application shall be sufficient for an in-service program that is held at different sites for different registrants during the same school year as long as such multiple offerings are noted on the application form and any application may be amended to note an additional site if submitted to the superintendent of public instruction at least ten calendar days prior to such offering.

(5) *Provided further*, That, if the superintendent of public instruction reviews such notice of sponsorship and advises the in-service education agency of deficiencies, such deficiencies must be remedied prior to the offering of the in-service program or the program offering shall be disapproved.

[Statutory Authority: RCW 28A.70.005, 89-01-043 (Order 28-88), § 180-85-202, filed 12/14/88; 88-01-086 (Order 16-87), § 180-85-202, filed 12/21/87.]

WAC 180-85-205 Required recordkeeping by approved in-service education agencies. Each approved in-service education agency shall provide the following record service:

(1) Documentation that the in-service education program received the prior approval by the board or committee provided in WAC 180-85-045(2).

(2) A copy of the summary of evaluations required by WAC 180-85-200(5); and

(3) A copy of the minutes of the board or advisory committee which demonstrates that such board or advisory committee reviewed the assessment required by WAC 180-85-200(6).

(4) A list, for each in-service education program, of all participants who have requested continuing education credit hours by signing a registration form made available at the in-service education program. Such registration form shall provide space for the registrant to indicate he or she is requesting fewer hours than the amount calculated for the entire in-service education program due to partial attendance.

(5) The name, certification number, the number of continuing education credits granted for each registrant of an in-service education program who is claiming continuing education credit hours for certification purposes, and the date, title, and sponsor of each in-service program shall be transmitted to the superintendent of public instruction or his or her designated recordkeeping agency within forty-five days of the completion of all or a portion of each in-service education program.

(6) The registrant claiming continuing education credit hours shall be provided evidence of attendance at

the in-service education program within forty-five days of completion of the in-service education program and upon request if such request is made within seven calendar years of such in-service education program, including the number of continuing education credit hours granted and reported pursuant to subsection (5) of this section. In addition, the registrant shall be given specific instructions regarding the need to preserve the record and how to correct the record if attendance or credit hours has been reported by the approved in-service education agency inaccurately.

(7) The above records shall be available for inspection by the superintendent of public instruction for a period of seven calendar years from the date of each in-service education program. The amendments to this section reducing the amount of recordkeeping by in-service providers shall apply retroactively to August 31, 1987.

[Statutory Authority: RCW 28A.70.005, 88-01-086 (Order 16-87), § 180-85-205, filed 12/21/87; 86-13-018 (Order 8-86), § 180-85-205, filed 6/10/86.]

WAC 180-85-220 Noncompliance--Substantial compliance rule. If an audit by the superintendent of public instruction finds that an approved in-service education agency is not in substantial compliance with the provisions of this chapter, the superintendent of public instruction shall document violations of the regulations—i.e., written findings of fact and conclusions of law—and notify such provider of corrective action necessary to achieve substantial compliance. If such agency fails to provide an assurance within twenty calendar days that such corrective action will be implemented, the superintendent of public instruction shall notify the agency that it is no longer eligible to provide continuing education credit hours in its in-service education program until the agency provides an assurance to the superintendent of public instruction that corrective action will be implemented which will satisfy the substantial compliance standard: *Provided*, That if the approved in-service agency has more than one department or section operating in-service programs, then only the department or section within such agency that fails to comply with the provisions of this chapter shall no longer be eligible to provide continuing education credit hours.

[Statutory Authority: RCW 28A.70.005, 87-09-013 (Order 5-87), § 180-85-220, filed 4/3/87; 86-13-018 (Order 8-86), § 180-85-220, filed 6/10/86.]

WAC 180-85-225 Appeal to state board of education. Any finding of noncompliance by the superintendent of public instruction pursuant to WAC 180-85-220 may be appealed to the state board of education for review. The filing of a notice of appeal shall cause a stay of any order by the superintendent of public instruction until the state board of education makes an independent determination on the issue of substantial compliance. If the state board of education concurs that the approved in-service education agency has failed to substantially comply with the applicable provisions of this chapter, the state board of education shall prescribe the corrective action necessary to achieve substantial compliance. Such

agency or department or section within such agency, whichever is applicable, upon receipt of notice of action by the state board of education, shall be denied the authority to grant any continuing education credit hours for any subsequent in-service education program until the agency provides an assurance to the superintendent of public instruction that corrective action prescribed by the state board of education will be implemented.

[Statutory Authority: RCW 28A.70.005, 89-01-043 (Order 28-88), § 180-85-225, filed 12/14/88; 87-09-013 (Order 5-87), § 180-85-225, filed 4/3/87; 86-13-018 (Order 8-86), § 180-85-225, filed 6/10/86.]

**Chapter 180-90 WAC
PRIVATE SCHOOLS**

WAC

- 180-90-125 Definitions—Exceptional case, unusual competence, and general supervision.
- 180-90-141 Loss of approval of a nonoperating private school.
- 180-90-160 Minimum standards and certificate form.

WAC 180-90-125 Definitions—Exceptional case, unusual competence, and general supervision. As used in this chapter the term:

(1) "Exceptional case" means that a circumstance exists within a private school in which:

(a) A certified teacher is not available for employment for the school year or remainder thereof and documents related to unsuccessful efforts to recruit a certified teacher are on file in the school records and will be forwarded to the superintendent of public instruction upon request; and

(b) The educational program offered by the private school either will be significantly impaired without the employment of the noncertified employee or will be significantly improved with the employment of the noncertified employee; and

(c) The school which employs a noncertified employee or employees pursuant to this subsection employs at least one person certified pursuant to rules of the state board of education to every twenty-five FTE students enrolled in grades one through twelve.

(2) "Unusual competence":

(a) As applied to an exceptional case wherein the educational program as specified in RCW 28A.02.201(7) and WAC 180-90-160(7) will be significantly impaired without the employment of a noncertified employee, means that the noncertified employee possesses a minimum of forty-five quarter credits beyond the baccalaureate degree with a minimum of forty-five quarter credits in courses in the subject matter to be taught or in courses closely related to the subject matter to be taught; or

(b) As applied to an exceptional case wherein the educational program will be significantly improved with the employment of a noncertified employee, means that the noncertified employee possesses a minimum of three calendar years of experience in a specialized field. For purposes of this subsection, the term "specialized field"

means a specialized area of the curriculum where skill or talent is applied and where entry into an occupation in such field generally does not require a baccalaureate degree, including, but not limited to the fields of art, drama, dance, music, physical education, and vocational or occupational education.

(3) "General supervision" means that:

(a) A certified teacher or administrator shall be generally available at the school site to observe and advise the noncertified employee; and

(b) The noncertified employee shall be evaluated pursuant to policies of the private school.

(4) *Provided*, That the noncertified employee of the private school, employed pursuant to this section, and as verified by the private school:

(a) Meets the age, good moral character, and personal fitness requirements of WAC 180-75-085 (1) and (2); and

(b) Has not had his or her teacher's certificate revoked by any state or foreign country; and

(c) Is not eligible for an initial or continuing teacher's certificate in the state of Washington.

(5) *Provided further*, That the provisions of this section shall not be applicable until the state board of education takes action to approve private schools for the 1988-89 school year.

[Statutory Authority: RCW 28A.02.204 [28A.02.240]. 87-09-039 (Order 7-87), § 180-90-125, filed 4/14/87.]

WAC 180-90-141 Loss of approval of a nonoperating private school. An approved private school which does not have students enrolled for any six consecutive calendar months and which fails to provide evidence of student enrollment upon request of the superintendent of public instruction for the said period of time shall lose its approval status for the remainder of the school year.

[Statutory Authority: RCW 28A.02.204 [28A.02.240]. 87-09-039 (Order 7-87), § 180-90-141, filed 4/14/87.]

WAC 180-90-160 Minimum standards and certificate form. The annual certificate required by WAC 180-90-130 shall be in substantial compliance with the form and substance of the following:

**CERTIFICATE OF COMPLIANCE
WITH STATE STANDARDS**

ESD/County/Public
School District
Private School/
District Address

I, _____, do hereby certify that I am the principal or chief administrator of the above named school; that said school is located at the address listed above, and conducts grades _____ through _____ with a projected enrollment of _____; and that said school is scheduled to meet throughout the _____ school year, the following standards with the exception only of such deviations, if any, as are set forth in an attachment to this certificate of compliance

or

I, _____, do hereby certify that I am the superintendent of the above named private school district; and that the private schools under my jurisdiction are scheduled to meet throughout the school year, the following standards with the exception only of such deviations as are set forth in an attachment to this certificate of compliance; and that a list of such schools, including the grades conducted and the projected enrollment for each school, accompanies this certificate:

(1) The minimum school year for instructional purposes consists of no less than 180 school days or the equivalent in annual minimum program hour offerings as prescribed in RCW 28A.58.754.

(2) On each school day, pupils enrolled in the school are provided the opportunity to be engaged in educational activity planned by and under the direction of the staff, as directed by the administration and/or governing board; and that pupils are provided a total program hour offering as prescribed in RCW 28A.58.754 except that the percentages for basic skills, work skills, and optional subjects and activities prescribed in RCW 28A.58.754 do not apply to private schools and that the total program hour offering, except as otherwise specifically provided in RCW 28A.58.754, made available is at least:

(a) 2700 hours for students in grades one through three.

(b) 2970 hours for students in grades four through six.

(c) 1980 hours for students in grades seven and eight.

(d) 4320 hours for students in grades nine through twelve.

(3) All classroom teachers hold appropriate Washington State certification except for:

(a) Teachers for religious courses or courses for which no counterpart exists in the public schools: *Provided*, That a religious course is a course of study separate from the courses of study defined in RCW 28A.02.201 including occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of the appreciation of art and music all in sufficient units for meeting state board of education graduation requirements; and/or

(b) A person of unusual competence who is not certified but who will teach students in an exceptional case under the general supervision of a certified teacher or administrator pursuant to WAC 180-90-125. The non-certified employee, the certified person who will supervise, and the exceptional circumstances are listed on the addendum to this certificate: *Provided*, That if a non-certified person is employed subsequent to the filing of this certificate, this same information shall be forwarded to the superintendent of public instruction within thirty days from the date of employment.

(4) If the school operates an extension program for parents, guardians, or persons having legal custody of a child to teach children in their custody, the extension program meets the following requirements:

(a) The parent, guardian, or custodian is supervised by a person certified under chapter 28A.70 RCW and who is employed by the school;

(b) The planning by the certified person and the parent, guardian, or person having legal custody includes objectives consistent with this subsection and subsections (1), (2), (5), (6), and (7) of this section;

(c) The certified person spends a minimum average each month of one contact hour per week with each student under his or her supervision who is enrolled in the extension program;

(d) Each student's progress is evaluated by the certified person; and

(e) The certified person does not supervise more than thirty students enrolled in the approved private school's extension program.

(5) Measures have been taken to safeguard all permanent records against loss or damage through either the storage of such records in fire-resistant containers or facilities, or the retention of duplicates in a separate and distinct area;

(6) The physical facilities of the school are adequate to meet the program offered, and all school facilities and practices are in substantial compliance with reasonable health and fire safety standards, as substantiated by current inspection reports of appropriate health and fire safety officials which are on file in the chief administrator's office;

(7) The school's curriculum includes instruction in the basic skills of occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling, and the development of appreciation of art and music in sufficient units for meeting state board of education graduation requirements, as set forth in chapter 180-51 WAC;

(8) The school or its organized district maintains up-to-date policy statements related to the administration and operation of the school or district;

(9) The school does not engage in a policy of racial segregation or discrimination;

(10) The governing authority of this private school or private school district has been apprised of the requirements of chapter 180-90 WAC relating to the minimum requirements for approval of private schools and such governing authority has further been apprised of all deviations from the rules and regulations of the state board of education and the standards contained in chapter 180-90 WAC. I have reported all such deviations herewith.

(11) Approval by the state board of education is contingent upon on-going compliance with the standards certified herein. The superintendent of public instruction shall be notified of any deviation from these standards which occurs after the action taken by the state board of education. Such notification shall be filed within thirty days of occurrence of the deviation.

(12) Failure to comply with the requirements of this chapter may result in the revocation of the approval of the private school and shall be considered in subsequent application for approval as a private school.

DATED this ----- day of -----, 19--

(signed)

(title)

(phone number)

[Statutory Authority: RCW 28A.02.240. 89-01-038 (Order 23-88), § 180-90-160, filed 12/14/88; 87-09-039 (Order 7-87), § 180-90-160, filed 4/14/87. Statutory Authority: RCW 28A.02.240. 85-24-056 (Order 23-85), § 180-90-160, filed 12/2/85. Statutory Authority: RCW 28A.04.120(4). 82-04-004 (Order 3-82), § 180-90-160, filed 1/21/82. Statutory Authority: RCW 28A.02.201 et seq. and 28A.04.120(4). 78-06-064 (Order 9-78), § 180-90-160, filed 5/25/78; Order 2-77, § 180-90-160, filed 3/24/77; Order 1-76, § 180-90-160, filed 2/3/76; Order 1-75, § 180-90-160, filed 2/4/75.]

Chapter 180-96 WAC

CERTIFICATE OF EDUCATIONAL COMPETENCE

WAC

- 180-96-005 Authority.
- 180-96-010 Purpose.
- 180-96-015 Certificate of educational competence--Definition.
- 180-96-020 General educational development test--Definition.
- 180-96-025 Minimum proficiency level--Definition.
- 180-96-030 Official GED testing center--Definition.
- 180-96-035 Designated employee--Definition.
- 180-96-040 Regular high school education program--Definition.
- 180-96-045 Substantial and warranted reason for leaving the regular high school education program--Definition.
- 180-96-050 Right to appeal.
- 180-96-055 Eligibility to take GED test.
- 180-96-060 Eligibility for award of certificate of educational competence.
- 180-96-065 Identification necessary to take the GED exam.
- 180-96-070 Application form for certificate of educational competence.
- 180-96-075 Effect of certificate of educational competence.

WAC 180-96-005 Authority. The authority for this chapter is RCW 28A.04.135 which authorizes the state board of education to adopt regulations governing the conditions by and under which a certificate of educational competence may be issued.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-005, filed 12/14/88.]

WAC 180-96-010 Purpose. The purpose of this chapter is to set forth policies and procedures governing the issuance of certificates of educational competence to persons who have not completed requirements for a regular high school diploma.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-010, filed 12/14/88.]

WAC 180-96-015 Certificate of educational competence--Definition. As used in this chapter, the term "certificate of educational competence" means a certificate issued by the superintendent of public instruction which indicates that the holder thereof has attained standard scores at or above the minimum proficiency level prescribed by the state board of education on the

general educational development (GED) test, which measures a person's level of achievement in specified areas of the high school curriculum.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-015, filed 12/14/88.]

WAC 180-96-020 General educational development test--Definition. As used in this chapter, the term "general educational development test" means the most recent general educational development test of the American Council on Education.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-020, filed 12/14/88.]

WAC 180-96-025 Minimum proficiency level--Definition. As used in this chapter, the term "minimum proficiency level" means a standard score of at least forty on each of the portions on the general educational development test and an average standard score of at least forty-five on the entire test.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-025, filed 12/14/88.]

WAC 180-96-030 Official GED testing center--Definition. As used in this chapter, the term "official GED testing center" means public or private agencies which have agreed to comply with the provisions of this chapter and which have been designated by the superintendent of public instruction to administer the general educational development test.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-030, filed 12/14/88.]

WAC 180-96-035 Designated employee--Definition. As used in this chapter "designated employee" means that individual or individuals empowered by the board of directors of the district to determine eligibility to take the GED test.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-035, filed 12/14/88.]

WAC 180-96-040 Regular high school education program--Definition. As used in this chapter the term "regular high school education program" means a secondary education program operated pursuant to chapters 180-50 and 180-51 WAC leading to the issuance of a high school diploma.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-040, filed 12/14/88.]

WAC 180-96-045 Substantial and warranted reason for leaving the regular high school education program--Definition. As used in this chapter, the term "substantial and warranted reason for leaving the regular high school education program" means one or more of the following:

- (1) Personal problems which seriously impair the student's ability to make reasonable progress toward high school graduation.
- (2) A financial crisis which directly affects the student and necessitates the student's employment during school hours.

(3) The lack of curriculum and instruction which constitutes appropriate learning experiences for the student.

(4) The inability or failure of the school of attendance to adjust its program for the individual or otherwise make arrangements for enrollment in an educational program in a manner which enables the student to advance toward graduation with reasonable progress and success.

(5) A determination by the designated employee that it is in the "best interest" of the student to drop the regular high school program for one of the following purposes:

- (a) Enter a postsecondary institution.
- (b) Enter the military.
- (c) Engage in employment.

(6) *Provided*, That no person under eighteen years of age (i.e., minor), shall be adjudged to have a substantial and warranted reason for leaving school unless the minor's parents, guardian, or legal custodian, if available, agrees that dropping school is in the best interest of the minor.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-045, filed 12/14/88.]

WAC 180-96-050 Right to appeal. The following shall govern the finality of decisions of the designated employee:

(1) If the decision of the designated employee is that the applicant has a substantial and warranted reason for leaving the regular high school education program, the decision of such designated employee shall be final.

(2) If the decision of the designated employee is to deny the existence of a substantial and warranted reason for leaving the regular high school education program, the applicant shall have the right to appeal the decision to such board of directors in accordance with procedures adopted by the board of directors. The board of directors shall issue a decision within thirty calendar days of receipt of any appeal.

(3) If a decision has been made by the board of directors of the district, such decision shall be final subject to an appeal to a court of law pursuant to RCW 28A-88.010.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-050, filed 12/14/88.]

WAC 180-96-055 Eligibility to take GED test. The following individuals shall be eligible to take the general educational development test in official GED testing centers:

(1) Any adult, i.e., person age nineteen or over, who has not graduated from high school.

(2) Any person between the ages of fifteen and nineteen who has not graduated from high school and who has been adjudged by a school district to have a substantial and warranted reason for leaving the regular high school education program.

(3) Any student in a certified educational clinic upon completion of an individual student program in accordance with the provisions of chapter 392-185 WAC.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-055, filed 12/14/88.]

WAC 180-96-060 Eligibility for award of certificate of educational competence. The certificate of educational competence shall be awarded by the superintendent of public instruction to persons who achieve the minimum proficiency level on the general educational developmental test and who meet the following:

- (1) Are residents of Washington state; and
- (2) Are nineteen years of age or older on the date of issuance; or
- (3) Have been adjudged by a district as possessing a substantial and warranted reason for leaving the regular high school education program.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-060, filed 12/14/88.]

WAC 180-96-065 Identification necessary to take the GED exam. All persons taking the GED test must provide picture identification utilizing one of the following:

- (1) State-issued driver's license or a state-issued identification card with a photograph.
- (2) United States passport.
- (3) Certificate of United States citizenship.
- (4) Certificate of naturalization.
- (5) Unexpired foreign passport.
- (6) Alien registration card with photograph.
- (7) Other forms of comparable identification which the GED examiner judges to be credible including, but not limited to, one or more of the following:
 - (a) Other forms of picture identification;
 - (b) Birth certificates in combination with other sources that confirm identity; and
 - (c) Confirmation of identity by a law enforcement, social service, or penal agency.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-065, filed 12/14/88.]

WAC 180-96-070 Application form for certificate of educational competence. The superintendent of public instruction shall supply each official GED testing center with forms for applicants to request certificates of educational competence. Such forms shall request data necessary for processing of the application, including the applicant's score on the general educational development test, certified by an appropriate official of the GED testing center, the applicant's Social Security number and such additional information as the superintendent of public instruction deems necessary for any authorized research project associated with the implementation or administration of this chapter.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-070, filed 12/14/88.]

WAC 180-96-075 Effect of certificate of educational competence. Issuance by the superintendent of public instruction of a certificate of educational competence shall not preclude such persons from returning to high school to obtain a regular high school diploma if

changes in the person's personal situation allow completion of a regular high school education program.

[Statutory Authority: RCW 28A.04.135. 89-01-036 (Order 21-88), § 180-96-075, filed 12/14/88.]

Chapter 180-110 WAC
GRANT PROGRAM--SCHOOLS FOR THE
TWENTY-FIRST CENTURY

WAC

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WAC 180-110-010 Authority. The authority for this chapter is RCW 28A.100.054.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-010, filed 2/19/88.]

WAC 180-110-015 Purpose. The purpose of this chapter is to establish policies and procedures implementing the schools for the twenty-first century pilot projects program. See also the rules of the superintendent of public instruction respecting the program in chapter 392-310 WAC.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-015, filed 2/19/88.]

WAC 180-110-017 Public policy statement. The public policy of the schools for the twenty-first century pilot projects program enunciated by the legislature is as follows:

(1) A schools for the twenty-first century pilot program is established to foster change in the state common school system. The program will enable educators and parents of selected schools or school districts to restructure certain school operations and to develop model school programs which will improve student performance. The program shall include an evaluation of the projects and be accountable for student progress. The purpose of the program is to determine whether increasing local decision-making authority will produce more effective learning.

(2) The legislature intends to encourage educational creativity, professionalism, and initiative by:

(a) Providing schools an opportunity to develop new methods and procedures, through the temporary waiver of certain state statutes or administrative rules; and

(b) Providing selected public schools or school districts with the technology, services, and staff essential to enhance learning.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-017, filed 2/19/88.]

WAC 180-110-020 Pilot project--Definition. The term "pilot project" as used in this chapter means a program which encompasses part or all of one or more schools in one or more school districts and is designed to effect the public policy purposes of this chapter.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-020, filed 2/19/88.]

WAC 180-110-030 Delivery of applications--Deadlines--Modifications. The acceptance of school district applications for pilot project approval and state funding shall be governed by the following requirements respecting the time and place of receipt:

(1) Applications shall be received at the office of the State Board of Education, Old Capitol Building, Room 253, Olympia, Washington, Mailstop FG-11, 98504.

(2) Applications respecting the initial pilot projects commencing during the 1988-89 school year shall be received no later than 5:00 p.m., March 31, 1988: *Provided*, That in the event the legislature amends chapter 525, Laws of 1987 to permit the submission and acceptance of applications at a later date, said applications shall be received no later than 5:00 p.m., April 27, 1988.

(3) Applications respecting additional pilot projects commencing during the 1990-91 school year or a subsequent school year shall be received no later than 5:00 p.m., November 1 of the calendar year immediately preceding the school year of proposed implementation--e.g., by 5:00 p.m., November 1, 1989, for projects commencing during the 1990-91 school year.

(4) No application, portion of an application, or modification of an application received after the time and date established by this section shall be considered for purposes of approval and funding.

(5) Notwithstanding subsection (4) of this section, the state board of education reserves the right to accept and approve applications for the modification of a previously approved pilot project.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-030, filed 2/19/88.]

WAC 180-110-035 Application contents. Applications for pilot project approval and state funding shall comply with each of the following content requirements:

(1) Project activities and objectives. The application shall specify and explain each of the following:

(a) The activities to be carried out as part of the pilot project, including the nature and extent of proposed changes in, or the restructuring of, existing school operations.

(b) The nature of the improvement in student performance sought to be achieved.

(2) Technical resources. The application shall identify the technical resources desired, the potential costs of those resources, and the institutions of higher education,

educational service districts, or consultants available to provide such services.

(3) Budget plan. The application shall contain a budget plan for the pilot project and additional anticipated sources of funding, including private grants and contributions, if any.

(4) Staff incentive pay system. The application shall identify a staff incentive pay system. Implementation of the staff incentive pay system is not required.

(5) Evaluation and accountability processes. The application shall specify and explain the evaluation and accountability processes to be used to measure pilot project-wide performance, including student performance. The processes shall include features designed to provide information capable of establishing the nature and the extent of any improvement in student performance attributable to the pilot project.

(6) Collective bargaining contract modifications. The application shall include a written statement that the school directors and the local bargaining agents will modify those portions of their local agreements as applicable for the pilot project.

(7) Modification or waiver of school district rules. The application shall include a written statement that school directors and administrators are willing to exempt the pilot project from specifically identified local rules, as needed.

(8) Modification or waiver of state rules. If the application requests the modification or waiver of a rule of either the state board of education or the superintendent of public instruction, the application shall include each of the following:

(a) Identification of the state board of education or superintendent of public instruction rule relating to the length of the school year, teacher contact hour requirements, program hour offerings, student to teacher ratios, salary lid compliance requirements, the commingling of funds appropriated by the legislature on a categorical basis, or another subject matter which the school district requests be modified or waived.

(b) The reason or reasons the school district believes the requested modification or waiver is warranted.

(9) Supplemental contracts for project related instructional employees. The application shall provide for the employment of one or more certificated school building staff, and classified school building staff, whose primary duties consist of the daily educational instruction of students, pursuant to a supplemental contract that provides for each of the following:

(a) No less than ten additional days above and beyond the minimum one hundred and eighty day school year.

(b) Services or staff development, or both, in support of the pilot project.

(c) Additional compensation for such additional services and staff development funded with moneys made available pursuant to this chapter.

(10) Assurances of cooperation and support. The application shall contain each of the following types of assurances of cooperation and support:

(a) Written statements from the board of directors of the school district, the district superintendent, the principals, and the instructional staff involved in the pilot project that they have worked cooperatively in developing the application, they support the pilot project, and they will work cooperatively during the term of the pilot project.

(b) Written statements of support, willingness to participate, or concerns from any interested parent, business, or community organization.

(11) Summary or abstract. The application shall contain a one page abstract of the nature and objectives of the pilot project.

(12) Duration of pilot project. The application shall specify the school years, not exceeding six school years, for which approval and funding is requested.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-035, filed 2/19/88.]

WAC 180-110-040 Information and recommendations to be submitted to the state board of education.

Applications for pilot projects submitted pursuant to this chapter shall be selected by the state board of education for approval and funding based upon information and recommendations provided through the governor's task force and the superintendent of public instruction including, but not limited to, the following:

(1) The abstracts of the nature and objectives of pilot projects submitted by school districts.

(2) A summary of each of the following:

(a) The applications which do and do not meet the content requirements set forth in WAC 180-110-035.

(b) The appropriateness of the state rule modifications or waivers requested.

(c) The sufficiency of the evaluation and accountability processes proposed.

(3) The recommendations of the governor's task force, together with an explanation sufficient in scope to enable the state board of education to understand why certain pilot project applications have been recommended for approval and why the remaining applications have not been recommended for approval.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-040, filed 2/19/88.]

WAC 180-110-045 Considerations respecting the approval of pilot projects.

Pilot project applications shall be evaluated and recommended for approval by the governor's task force, and approved by the state board of education, taking into account considerations which include, but are not necessarily limited to, each of the following:

(1) The manner and extent to which an application addresses each of the content requirements set forth in WAC 180-110-035.

(2) Evidence of thoroughness in identifying, developing, and projecting implementation of pilot project activities.

(3) Reflection of a balance among elementary, junior high or middle schools, and high schools.

(4) Reflection of a balance among geographical areas of the state, school characteristics, and school sizes, insofar as reasonably possible.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-045, filed 2/19/88.]

WAC 180-110-050 Standards for the modification or waiver of the state board of education rules. The state board of education shall grant a request for the modification or waiver of a state board of education rule which the state board of education determines meets each of the following standards:

(1) The rule does not deal with public health, safety, or civil rights.

(2) The school district has presented satisfactory reasons for the modification or waiver of the rule.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-050, filed 2/19/88.]

WAC 180-110-052 Waiver of state statutes. Statutory provisions that correspond to state administrative rule provisions which are modified or waived at the request of a school district pursuant to this chapter shall also be deemed to have been modified or waived to the same extent.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-052, filed 2/19/88.]

WAC 180-110-053 Waiver of federal rules. A school district may request the state board of education or the superintendent of public instruction to ask the United States Department of Education or another federal agency to modify or waive federal rules to the extent necessary to fully implement a pilot project. Such requests shall include an explanation of the school district's justification for a rule modification or waiver, and shall be forwarded to the appropriate federal agency by the state board of education or the superintendent of public instruction.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-053, filed 2/19/88.]

WAC 180-110-055 Pilot project monitoring. It shall be the responsibility of the superintendent of public instruction to monitor the implementation of approved pilot projects. Monitoring activities shall include, but not necessarily be limited to, the following activities:

(1) Maintaining contact with school districts pursuant to site visitations and otherwise in order to keep abreast of the implementation of pilot projects.

(2) Providing, and coordinating the provision by others of, technical assistance and resources in support of pilot projects with such assistance as the governor's task force may provide.

(3) Development of a process for facilitating and coordinating linkages among school districts operating pilot projects and colleges and universities, taking into consideration recommendations of the governor's task force, and implementation of the process.

(4) Collecting information and reports from school districts operating pilot projects.

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(5) Reporting and transmitting observations, recommendations, and school district reports to the state board of education and the governor's task force.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-055, filed 2/19/88.]

WAC 180-110-060 Annual school district reports. Each school district operating an approved pilot project shall submit an annual report to the superintendent of public instruction which sets forth the school district's evaluation of pilot project progress, inclusive of pertinent data respecting the nature and extent of any improvements in student performance.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-060, filed 2/19/88.]

WAC 180-110-065 Duration and termination of pilot project approval. The duration and termination of pilot project approval shall be governed by the following terms, conditions, and procedures:

(1) The approval of a pilot project constitutes approval for the state funding, the purposes, and the period specified by the state board of education, subject to each of the following conditions:

(a) The appropriation by the legislature of sufficient state funds for pilot project purposes.

(b) A school district's continuing compliance with the terms of the district's application and the annual reporting requirements of this chapter.

(c) Satisfactory periodic evaluations.

(2) Approval of a pilot project may be modified or terminated for funding purposes due to the absence of sufficient state funding with or without notice to the affected school district or districts: *Provided*, That insofar as practicable, no pilot project shall be selected for purposes of modifying or terminating approved state funding without first soliciting the recommendations of the governor's task force and advising the school district of the modification in, or termination of, state funding.

(3) Approval of a pilot project may be modified or terminated for funding purposes due to unsatisfactory evaluation results or a school district's failure to comply with the terms of the district's application or the annual reporting requirements of this chapter: *Provided*, That any such modification or termination shall be preceded by an opportunity for the school district to present its case to the state board of education for project continuation, and by the solicitation of the recommendations of the governor's task force.

[Statutory Authority: RCW 28A.100.054. 88-06-002 (Order 6-88), § 180-110-065, filed 2/19/88.]

Chapter 180-115 WAC

GRANT PROJECT—STUDENT TEACHING PILOT PROJECTS

WAC

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WAC 180-115-005 Authority. The authority for this chapter is RCW 28A.70.400, which authorizes the state board of education to develop rules to establish student teaching pilot projects.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-005, filed 4/4/88.]

WAC 180-115-010 Purpose. The purpose of this chapter is to establish policies, procedures, and directions for a two year pilot program that enhances the student teaching component of teacher preparation programs by supporting innovative ways to expand student teaching experiences and opportunities for student placement in school districts throughout the state.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-010, filed 4/4/88.]

WAC 180-115-015 Student teaching--Definition. As used in this chapter, the term "student teaching" means field experiences, opportunities for observation, tutoring, microteaching, and extended practicums, clinical and laboratory experiences, and internship experiences in educational settings.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-015, filed 4/4/88.]

WAC 180-115-020 Grant project participants--Definition. As used in this chapter "grant project participants" means those school building and school district personnel, teacher preparatory program personnel, program unit members, and other appropriate personnel who have cooperated in the joint development of the pilot project grant application.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-020, filed 4/4/88.]

WAC 180-115-025 Cooperating teacher--Definition. As used in this chapter "cooperating teacher" means the individual who supervises and instructs the student teacher within the pilot program placement.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-025, filed 4/4/88.]

WAC 180-115-030 Grantee agency--Definition. As used in this chapter the term "grantee agency" means

public colleges/universities, local school districts, educational service districts, or public community colleges.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-030, filed 4/4/88.]

WAC 180-115-035 Responsibilities of the grantee agency. The responsibilities of the grantee agency are to:

- (1) Submit a grant proposal which meets specifications set forth in chapter 180-115 WAC.

- (2) Administer the project in accordance with chapter 180-115 WAC, ensuring that all conditions set forth in chapter 180-115 WAC are met.

- (3) File a final written assessment of the program's effectiveness with the superintendent of public instruction no later than July 31, 1989.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-035, filed 4/4/88.]

WAC 180-115-040 Pilot program grants. Upon approval by the state board of education the superintendent of public instruction is authorized to award grant funding. The actual amount received by individual grantees will be subject to negotiation by the superintendent of public instruction and shall be based upon the scope and justification for budget amounts included in applications.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-040, filed 4/4/88.]

WAC 180-115-045 Program development, implementation, and administration. Each grant submitted to the superintendent of public instruction under this program shall be jointly developed through a documented process that demonstrates joint development of the pilot program by school building and school district personnel, teacher preparation program personnel, program unit members, and other personnel as appropriate. Primary administration for each grant project shall be the responsibility of one or more of the cooperating grant project participants as determined by the grant project participants. One or more college(s)/university(ies) with teacher education programs approved by the state board of education must be a participant in the submitted pilot project.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-045, filed 4/4/88.]

WAC 180-115-050 Grant application components. Each grant application shall include provisions for providing appropriate and necessary training in observation and supervision and assistance skills and techniques for each participating school district cooperating teacher, and other building or district personnel who may be participants in a team concept to support the student teacher, and for each individual who is affiliated with a teacher preparation program or programs as a field-based supervisor of student teachers. Grant requestors are encouraged but not required to consider such models or model components as the following:

(1) Contracting or otherwise cooperating with an educational service district to base a supervisor or supervisors in the educational service district to supervise student teachers placed into school districts located within the educational service district.

(2) Contracting or otherwise cooperating with a community college district to base a supervisor or supervisors in the community college district to supervise student teachers placed into school districts located within the boundaries of the community college district.

(3) Training cooperating teachers to serve also as the supervisor for participating institutions.

(4) Contractual and other cooperative arrangements between teacher preparation programs to allow one institution to serve a geographic area of the state not normally served by that institution.

(5) Contractual or other cooperative arrangements between two or more teacher preparation programs to jointly serve a geographic area of the state not normally served by the institution.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-050, filed 4/4/88.]

WAC 180-115-055 Funding priorities. In recommending grant applications to the state board of education for funding, the superintendent of public instruction shall be governed by the following priorities:

(1) If no more than one grant project is approved, such project shall be of a nature as suggested in WAC 180-115-050(1).

(2) Approving grant projects as suggested in WAC 180-115-050 (2) and (5).

(3) Applications designed to involve unserved or underserved school districts and the state board of education will assure, to the extent possible, that the grant projects approved for funding reflect a geographic sampling of the state.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-055, filed 4/4/88.]

WAC 180-115-060 Advisory committee. The professional education advisory committee established under WAC 180-78-015 shall select five members of its committee to review and rank order grant proposals submitted under this chapter. Additionally, the committee will advise as to modification or elimination of components contained within specific grant requests and forward recommendations to the superintendent of public instruction for determination of final grant allocations. The committee recommendation will then be submitted to the state board of education.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-060, filed 4/4/88.]

WAC 180-115-065 Advisory committee selection criteria. In addition to those criteria set forth in WAC 180-115-055 the advisory committee will at a minimum use the following criteria for recommendation of programs:

- (1) Potential for success.
- (2) Uniqueness of project.

(3) Cost effectiveness.

(4) Cooperative nature of project.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-065, filed 4/4/88.]

WAC 180-115-070 Advisory committee deadline. The advisory committees recommendations must be received by the superintendent of public instruction prior to March 16, 1988.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-070, filed 4/4/88.]

WAC 180-115-075 Applications procedures. In order to apply for funds under this program the participating grantee agency must submit a completed proposal for the program for which it seeks support. Each application must be submitted through an official of the applying agency authorized to approve such applications for the agency.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-075, filed 4/4/88.]

WAC 180-115-080 Form and content of proposals. The following items must be included in the proposals:

(1) Title page signed by authorized official of agency.

(2) Statement of assurances.

(3) Proposal narrative of no more than ten single-spaced pages.

(4) Budget summary and justification.

(5) Description on the institution's plan to evaluate the project during its implementation and at its conclusion.

(6) Appendices (agreements between agencies, curriculum vita of program personnel, and any other relevant material offered in support of the proposal).

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-080, filed 4/4/88.]

WAC 180-115-085 Assurance of assessment. Each prospective grantee agency must provide an assurance that a final written assessment of the program's effectiveness will be submitted to the superintendent of public instruction no later than July 31, 1989.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-085, filed 4/4/88.]

WAC 180-115-090 Date for receipt of proposals by the superintendent of public instruction. In order to be considered for funding, proposals must be received by superintendent of public instruction by 5:00 p.m., Tuesday, March 1, 1988.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-090, filed 4/4/88.]

WAC 180-115-095 Indirect costs. Indirect costs from the grant funds may represent no more than eight percent of the grant request for direct costs.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-095, filed 4/4/88.]

WAC 180-115-100 General provision--Carryover provision. Unexpended student teaching pilot project funds for the first year of a biennium may be expended in the second year of the same biennium. Any student teaching pilot project funds allocated during a biennium and unexpended by the end of the biennium (i.e., June 30) shall revert to the state treasurer.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-100, filed 4/4/88.]

WAC 180-115-105 Timeline for projects. The state funds for this project must be expended by June 30, 1989.

[Statutory Authority: RCW 28A.70.400. 88-08-044 (Order 8-88), § 180-115-105, filed 4/4/88.]

Title 182 WAC

STATE EMPLOYEES BENEFITS BOARD

Chapters

- 182-08 Procedures.
- 182-12 Eligible and noneligible employees.

**Chapter 182-08 WAC
PROCEDURES**

WAC
182-08-060 Approval of health maintenance organization plans.

WAC 182-08-060 Approval of health maintenance organization plans. In the absence of any federal or state statute to the contrary, the board may approve one or more state certified health maintenance organizations within a service area, during a contract term. Where more than one such organization seeks approval within the same service area, the board shall approve those which will best serve the total needs and have the ability to service the proposed benefits with a direct ratio of benefits to premium advantage.

[Statutory Authority: RCW 41.05.010 and 41.05.025. 87-21-069 (Resolution No. 87-6), § 182-08-060, filed 10/19/87; Order 7228, § 182-08-060, filed 12/8/76.]

**Chapter 182-12 WAC
ELIGIBLE AND NONELIGIBLE EMPLOYEES**

WAC
182-12-115 Eligible employees, retirees, and dependents.
182-12-120 Repealed.
182-12-126 Repealed.
182-12-127 Extension of retiree dependents' eligibility.
182-12-165 State contribution for permanent employees appointed to instructional year or seasonal positions.
182-12-210 Extended self-pay medical and dental coverage.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

182-12-120 Noneligible employees. [Order 5646, § 182-12-120, filed 2/9/76.] Repealed by 88-12-034 (Resolution

No. 88-1), filed 5/26/88, effective 7/1/88. Statutory Authority: RCW 41.05.010.

182-12-126 Extension of retiree dependents' eligibility. [Statutory Authority: Chapter 41.05 RCW. 86-16-061 (Resolution No. 86-3), § 182-12-126, filed 8/5/86.] Repealed by 87-21-069 (Resolution No. 87-6), filed 10/19/87. Statutory Authority: RCW 41.05.010 and 41.05.025.

WAC 182-12-115 Eligible employees, retirees, and dependents. The following definitions of eligible employees, retirees, and dependents of an eligible entity, as defined in WAC 182-12-111, shall apply for all SEIB approved plans except as otherwise stated in this chapter:

(1) "Permanent employees." Those who are scheduled to work at least half-time per month and are expected to be employed for more than six months. Such employees shall be eligible effective with their first day of employment.

(2) "Nonpermanent employees." Those who are scheduled to work at least half-time and are expected to be employed for no more than six months. Such employees shall be eligible effective the first day of the seventh calendar month of employment.

(3) "Seasonal employees." Those who work at least half-time per month during a designated season for a minimum of three months but less than nine months per year and who have an understanding of continued employment with their agency season after season. These employees become eligible on the first day of such employment, however, they are not eligible for the employer contribution during the break between seasons of employment.

(4) "Part-time faculty." Faculty who are employed on a quarter/semester to quarter/semester basis become eligible beginning with the second consecutive quarter/semester of half-time or more employment at one or more state institutions of higher education, provided that:

(a) For determining eligibility, spring and fall may be considered consecutive quarters/semesters; and

(b) "Half-time or more employment" will be determined based on each institution's definition of "full-time"; and

(c) At the beginning of each quarter/semester, the employers of part-time faculty shall notify, in writing, all current and newly hired part-time faculty of their potential right to benefits under this section. The employee shall have the responsibility, each quarter, to notify the employers, in writing, of the employee's multiple employment. In no case will there be a requirement for retroactive coverage or employer contribution if a part-time faculty member fails to inform all of his/her employing institutions about employment at all institutions within the current quarter; and

(d) Where concurrent employment at more than one state higher education institution is used to determine total part-time faculty employment of half-time or more, the employing institutions will arrange to prorate the cost of the employer insurance contribution based on the employment at each institution. However, if the part-time faculty member would be eligible by virtue of