



Certification Page
Regular and Emergency Rules
 Revised May 2014

Emergency Rules *(After completing all of Sections 1 and 2, proceed to Section 5 below)*

Regular Rules

1. General Information

a. Agency/Board Name Administration and Information, Department of		
b. Agency/Board Address 1920 Thomes Ave., Suite 400	c. City Cheyenne	d. Zip Code 82002
e. Name of Contact Person Ashley Graham		f. Contact Telephone Number 307-777-6261
g. Contact Email Address ashley.graham@wyo.gov		h. Adoption Date June 16, 2015
i. Program Teaching Standards Board, Professional		

2. Rule Type and Information: For each chapter listed, indicate if the rule is New, Amended, or Repealed.

If "New," provide the Enrolled Act numbers and years enacted:

c. Provide the Chapter Number, Short Title, and Rule Type of Each Chapter being Created/Amended/Repealed
(Please use the Additional Rule Information form for more than 10 chapters, and attach it to this certification)

Chapter Number:	Chapter Name:	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Amended	<input type="checkbox"/> Repealed
Six (6)	PERMITS		<input checked="" type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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d. The Statement of Reasons is attached to this certification.

e. If applicable, describe the **emergency** which requires promulgation of these rules without providing notice or an opportunity for a public hearing:

3. State Government Notice of Intended Rulemaking

a. Date on which the Notice of Intent containing all of the information required by W.S. 16-3-103(a) was filed with the Secretary of State: **March 25, 2015**
b. Date on which the Notice of Intent and proposed rules in strike and underscore format and a clean copy were provided to the Legislative Service Office: **March 25, 2015**
c. Date on which the Notice of Intent and proposed rules in strike and underscore format and a clean copy were provided to the Attorney General: **March 25, 2015**

4. Public Notice of Intended Rulemaking

a. Notice was mailed 45 days in advance to all persons who made a timely request for advance notice. Yes No N/A
b. A public hearing was held on the proposed rules. Yes No

If "Yes:"	Date:	Time:	City:	Location:

5. Final Filing of Rules

a. Date on which the Certification Page with original signatures and final rules were sent to the Attorney General's Office for the Governor's signature: **June 22, 2015**
b. Date on which final rules were sent to the Legislative Service Office: **June 22, 2015**
c. Date on which a PDF of the final rules was electronically sent to the Secretary of State: **June 22, 2015**

6. Agency/Board Certification

The undersigned certifies that the foregoing information is correct.

Signature of Authorized Individual <i>(Blue ink as per Rules on Rules, Section 7)</i>	
Printed Name of Signatory	Andrea Bryant
Signatory Title	Executive Director
Date of Signature	June 22, 2015

7. Governor's Certification

I have reviewed these rules and determined that they:

- 1. Are within the scope of the statutory authority delegated to the adopting agency;
- 2. Appear to be within the scope of the legislative purpose of the statutory authority; and, if emergency rules,
- 3. Are necessary and that I concur in the finding that they are an emergency.

Therefore, I approve the same.

Governor's Signature	
Date of Signature	

Attorney General: 1. Statement of Reasons; 2. Original Certification Page; 3. Summary of Comments (regular rules); 4. Hard copy of rules: clean and strike/underscore; and 5. Memo to Governor documenting emergency (for emergency rules only).

LSO: 1. Statement of Reasons; 2. Copy of Certification Page; 3. Summary of Comments (regular rules); 4. Hard copy of rules: clean and strike/underscore; 5. Electronic copy of rules (PDFs) emailed to Criss.Carlson@wyoleg.gov: clean and strike/underscore; and 6. Memo to Governor documenting emergency (for emergency rules only).

SOS: 1. PDF of clean copy of rules; and 2. Hard copy of Certification Page as delivered by the AG.



PROFESSIONAL TEACHING STANDARDS BOARD

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Statement of Reasons

Lifetime Substitute Permit

The changes to the Lifetime Substitute Permit will remove the requirement that teachers must apply for the Permit no later than five (5) years after retiring. The Board determined that the restriction on when educators who retire as fully licensed teachers need to apply for this permit was unnecessary. The change allows districts more flexibility for hiring fully qualified substitutes.

Visiting Foreign Teacher Permit

The changes to the Visiting Foreign Teacher Permit will extend the permit validity period from one (1) year to three (3) years and clarify that it is non-renewable. The current rules are too ambiguous on whether this permit is renewable. To address this ambiguity the Board decided to clarify that this permit is valid for three years and is non-renewable. This three-year period coincides with the term of a JI Visa that a visiting foreign teacher would require to enter the country. The extended period would also save the applicant money as it would not need to be renewed for the duration of the teacher's visa.

Rules Reduction

In 2009, the Professional Teaching Standards Board (PTSB) executed a major consolidation of its Rules and Regulations at the request of then Director Dr. Connie Pollard. Prior to this revision, PTSB's Rules and Regulations consisted of 18 chapters totaling 133 pages. As a result of the revision, PTSB streamlined the Rules and Regulations to nine chapters and just 55 pages, a reduction of more than one half in length. The Board determined that a significant number of the Rules were either duplicated information, were covered by other statutes or were obsolete. Additionally, the process for Program Approval was altered to align more closely with national standards, which allowed for a reduction in the Rules associated with the approval process.

Board Review

The PTSB Board voted to proceed with Rule Changes for Chapter 6 regarding eligibility for the Lifetime Substitute Permit and clarification of the validity period and non-renewable nature for the Visiting Foreign Teacher Permit on March 9, 2015 at its public Board meeting. The Board met on June 16, 2015 at a public meeting and made its final adoption of Chapter 6's Rule Change.

Chapter 6

PERMITS

Section 1. General Requirements. All provisions under Chapter 2 of these rules and regulations apply.

Section 2. Permits. An Educator Permit, granted for a specified period of time and function, shall indicate the grade level(s) and specialization area(s) appropriate to the applicant's preparation, training, and experience. Unless otherwise noted, Permits are issued for five years and may be renewed by meeting standard renewal requirements (see Chapter 8 of these rules and regulations).

(a) Athletic Coaching Permits. See Chapter 7, COACHING.

(b) Classroom Substitute Permit. An applicant shall meet the following requirements:

(i) possess a high school diploma or General Educational Development (GED) Certificate; and

(ii) complete a minimum of 65 semester hours at a regionally accredited institution of higher education; or

(iii) complete 24 clock hours of in-service to assure competency in:

(A) age level communication skills;

(B) use and application of lesson plans;

(C) use of instructional technology;

(D) professional attitude, behaviors, and dispositions; and

(E) complete an additional thirty (30) clock hours of observation to qualify for a Classroom Substitute Permit at all grade levels; ten (10) clock hours of classroom observation at each level is required (elementary, junior high/middle, and high school).

(c) Consultant Specialist Permit. Issued for one year. The following requirements must be met:

(i) the applicant shall complete a bachelor's degree from an accredited institution of higher learning;

(ii) the applicant shall be highly and uniquely qualified for the educational position assigned to teach; and

(iii) the local school district shall request the issuance of the Permit.

(d) Domestic Teacher Exchange Permit. Issued for one year. An applicant shall have training and experience and hold a current and valid teaching license from the originating state.

(e) Driver's Education Permit. Per W.S. 21-7-303 (c) an individual is eligible to teach driver's education in a Wyoming school district for three (3) years without an Educator License or Permit in a school district. Following the three (3) years of employment, an applicant shall meet the following requirements:

(i) verification of a current and valid Wyoming driver's license.

(ii) verification of a high school diploma or General Educational Development (GED) certificate.

(iii) a passing score on an exam approved by Professional Teaching Standards Board.

(f) Educational Sign Language Interpreter (ESLI). Effective June 1, 2011, all interpreters shall hold a Permit to function in a public school as an Educational Sign Language Interpreter. An applicant shall meet the following requirements:

(i) submit an Institutional Recommendation from an accredited institution of higher learning; or

(ii) document national certification; or

(iii) obtain a score of 3.5 or greater on the Educational Interpreter Performance Assessment (EIPA) in one of the following areas of sign language: American Sign Language (ASL), Manually-Coded English (MCE), or Pidgin Sign Language (PSE); or

(iv) document successful, full-time experience as an interpreter in a public school setting three (3) out of the last six (6) years, and obtain a score of 3.2 or greater on the EIPA in one of the following areas of sign language: American Sign Language (ASL), Manually-Coded English (MCE), or Pidgin Sign Language (PSE).

(A) To renew a Permit issued under this requirement the applicant shall obtain a score of 3.5 or greater on the EIPA in addition to all other standard renewal requirements.

(g) Internship Permit. Issued for two years and is not renewable. An applicant shall meet the following requirements:

(i) the applicant shall be enrolled in a regionally accredited professional education program;

(ii) the internship shall be required for completion of the professional education program;

(iii) the applicant shall be supervised by a licensed and endorsed educator on the staff of the cooperating district.

(h) Lifetime Substitute Permit for Retired Teachers.

(i) A Lifetime Substitute Permit may be issued to a previously licensed teacher who held a current and valid license at the time of retirement.

(ii) This Permit does not have to be renewed and does not require any additional credits but may be subject to discipline pursuant to Wyoming Statute 21-2-801 (c) and Chapter 9 of these rules and regulations.

(i) Native Language Permit. This two (2) year Permit, which may be renewed, is granted in compliance with W.S.21-2-802 (a) (ii) (A) and is reserved solely for the Arapahoe and Shoshoni languages. An applicant shall meet the following requirements:

(i) document Tribal Council approval which determines the applicant's proficiency and capability for teaching the language, and

(ii) verify employment with a school district to teach the Arapahoe or Shoshoni Language.

(j) School Nurse Permit. A School Nurse shall hold a current and valid License as a registered professional nurse (RN) by the Wyoming State Board of Nursing.

(k) Professional, Industry, and Careers (PIC) Permit. The regulations for this Permit apply only to instructors of career and technical education subjects. A bachelor's degree, or higher degree, in the specific discipline is required for applicants seeking a Permit in Agriculture, Business, Family and Consumer Science, Technology, or Industrial Arts. An applicant shall meet the following requirements:

(i) the applicant must hold a high school diploma or its equivalent;
and

(ii) the applicant is required to have a minimum of two (2) years work

experience, in the past five years, beyond the learning period recognized by the occupation; and

(iii) the applicant must hold a valid Wyoming License for the trade or occupation if required to practice.

(l) Visiting Foreign Teacher Permit. Issued for three (3) years and is non-renewable. A visiting foreign teacher must be an experienced and certified/licensed teacher in the applicant's native country.

(i) Fluency. A visiting foreign teacher must be able to speak and write the English language fluently as demonstrated by a passing score on a PTSB approved test of English proficiency.

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