

Certification for Teachers who Teach Students with Disabilities

FY20 Data Conference

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Priorities for 2019-2020

- **STUDENTS FIRST**

- Specially Designed Instruction
- IEP Services and Supports
- Self Determination Skills

- **TEACHERS FIRST**

- Equity
- Efficacy
- Excellence

- **LEADERS FIRST**

- Intentional (Data-driven decision making)
- Inclusive

- **FAMILIES FIRST**

- Engaging and Effective Home-School Partnerships

HiQ to PQ: Highly Qualified to Professionally Qualified

- Highly Qualified no longer exists
- The term Professional Qualifications captures Federal, State and Local requirements
 - Federal: Paraprofessionals must meet NCLB requirements
 - **State: Special Education Teachers must be fully certified**
 - Local: Regular Education Teachers (including gifted and ESOL) must meet local requirements (PQ)

ESSA Professional Qualifications (PQ) vs In-Field

Professional Qualifications

ESSA – Assurances

Sec. 1111(g)(2)(J), 1112(c)(6)

The state educational agency/ local education agency will ensure that all teachers and paraprofessionals working in a program supported with funds under this part **meet applicable State certification and licensure requirements**, including any requirements for certification obtained through alternative routes to certification.

Checked during Monitoring

ESSA In-Field

ESSA – Reporting

Sec. 1111(h)(1)(c)(ix)

Teachers who are not teaching in the subject or field for which the teacher is certified or licensed

In Georgia, “out-of-field” teachers are those who are not teaching in their field of certification. It **may** also apply to teachers who hold a GaPSC issued certificate “W”, “N”, or “SI”.

Reported Annually

PQ and In-Field: Special Education

Professional Qualifications & In-Field

REQUIREMENTS ARE THE SAME

- Certification does not guarantee an educator is in-field for a teaching assignment. Because PQ and In-Field are determined at a point in time and are dependent on the current assignment and current students, status may change course to course and semester to semester.
- All special education teachers must hold special education certification
 - General Curriculum Certification
 - Adapted Curriculum Certification
 - Program Area Certification (VI, BD, Deaf, etc.)
- **Important Note:**
 - Teachers with General Curriculum Certification are in-field to teach students assessed with the Georgia Milestones
 - Teachers with Adapted Curriculum Certification are in-field to teach students assessed with the Georgia Alternative Assessment (must also have content certification)
 - *Special Note: If a teacher's class contains students who will take the Milestones and students who will take the Georgia Alternative Assessment, the teacher must hold special education certification in General AND Adapted Curriculum and content certification at the highest grade level of the highest course.*



Federal Professional Qualification Requirements - ESSA

ESSA requires SEAs and LEAs to ensure that teachers meet state certification requirements. *ESSA Sections 1111(g)(2)(J), 1112(c)(6)*



Traditional Georgia LEAs

Georgia law authorizes GaPSC to establish certification requirements. Special Education teachers **MUST** follow all GaPSC certification requirements and State Board of Education rules.

O.C.G.A. §§ 20-2-200, 20-2-984, GaPSC Rules



Charter & Strategic Waiver LEAs Special Education Teacher Does Not Issue Grades

In compliance with Georgia State Board Rule, special education teachers who do NOT issue grades **MUST** hold GaPSC special education certification aligned with teaching assignment (general, adapted, visual impairment, etc.)
AND

MUST have a clearance certificate.
O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-211.1, 20-2-2065, GaPSC Rules, SBOE Rules

SPECIAL EDUCATION TEACHERS WHO HOLD A GAPSC ISSUED 'W', 'N', OR 'SI' CERTIFICATE IN SPECIAL EDUCATION MAY NOT MEET GEORGIA ESSA PROFESSIONAL QUALIFICATION REQUIREMENTS.

WHO DO LEAS CALL WITH QUESTIONS ABOUT EDUCATOR QUALIFICATIONS?

OUT-OF-FIELD & PROFESSIONAL QUALIFICATIONS:
GaDOE Staff, professionalqualifications@doe.k12.ga.us
CERTIFICATION:

GaPSC Portal, mail@gapsc.com

SPECIAL EDUCATION:

GaDOE Special Education Staff, Assigned District Liaisons

CHARTER & STRATEGIC WAIVER QUESTIONS:



Charter & Strategic Waiver LEAs Special Education Teacher Issues Grades

In compliance with Georgia State Board Rule, special education teachers who issue grades **MUST** hold GaPSC special education certification aligned with teaching assignment (general, adapted, visual impairment, etc.)
AND

MUST hold content certification for the subject and grade level bands for which the teacher is assigned (K-5), (4-8), (6-12) and in accordance with the students' IEPs
AND

MUST have a clearance certificate.
O.C.G.A. §§ 20-2-80, 20-2-200, 20-2-211.1, 20-2-2065, GaPSC Rules, SBOE Rules

ESSA In-Field Reporting

GaDOE will use GaPSC in-field rules to determine ESSA In-Field qualifications for special education teachers that align with each teacher's teaching assignment for special education and content. 'Out-of-Field' will be reported for the entirety of the school year using Certification Records, all three CPI and Student Class data collections cycles and Student Record.

20 Day Notifications for Special Education Teachers

Does not issue grades – notifications must be disseminated if the teacher does not hold special education certification
Issues grades – notifications must be disseminated if the teacher does not hold special education certification and/or content certification for the subject area(s) and grade level band(s) in which the teacher issues grades



[Click Here](#)

Certification: Special Education Teachers

All LEAs (Traditional, Charter, Strategic Waiver) must meet the same requirements for Special Education Teachers

- **Special Education Teachers Who Do Not Issue Grades**
 - GAPSC **Special Education Certification** aligned with teaching assignment
 - **Clearance Certificate**
- **Special Education Teachers Who Issue Grades**
 - GAPSC **Special Education Certification** aligned with teaching assignment
 - **Content Certification** aligned with teaching assignment
 - **Clearance Certificate**

Course Taught in General Education Setting by General Education Content Teacher (‘.0’ Course Code)

SWD with no services for this class in the IEP (No additional teacher)	SWD with IEP that states student receives “Direct Services”, Consultative ONLY (Report an Additional Teacher)	SWD with IEP that states student receives “Additional Supportive Services” (Additional Personnel)
In-Field is N/A for Special Education Teacher (there is no special education teacher)	Special Education teacher must hold Special Education Certification	In-Field is N/A for Inclusion Codes 4-7 In-Field is checked for Inclusion Code 8 (any certification) (there is no Special Education teacher)
General Education teacher must hold Content Certification (or GaDOE Content Equivalent)	General Education teacher must hold Content Certification (or GaDOE Content Equivalent)	General Education teacher must hold Content Certification (or GaDOE Content Equivalent)
Do Not report an Inclusion Code 8/19/2019	Report Inclusion Code ‘9’ (Consultative ONLY), if the student receives services on count day	Report appropriate Inclusion Codes: ‘4’ (Paraprofessional), ‘5’ (Interpreter), ‘6’ (Job Coach), ‘7’ (Assistive Personnel) ‘8’ (Certified General Education Teacher)

Course Taught in Special Education Setting by Special Education Teacher (‘.8’ Course Code)

SWD with IEP that states Small Group Specialized Instruction

Special Education Teacher must hold:

- Special Education Certification **Adapted Curriculum** if students are assessed on GAA, **and/or General Curriculum** if students are assessed on Regular Assessments AND
- **Content Certification**

No general education teacher

Do Not report an Inclusion Code

Course Taught in a General Education Setting by a General Education Teacher and Special Education Teacher Providing Services Through the Collaborative or Co-Teaching Model (‘.9’ Course Code)

SWD with IEP that states Co-teaching or Collaborative model for this class		
Students are assessed with GA Milestones	Students are assessed with the Georgia Alternative Assessment	Some students are assessed with the Georgia Alternative Assessment and some students with GA Milestones
Special Education Teacher must hold Special Education Certification in General Curriculum, and if issuing grades must hold Content Certification	Special Education Teacher must hold Special Education Certification in Adapted Curriculum, and if issuing grades must hold Content Certification	Special Education Teacher must hold Special Education Certification in Adapted and General Curriculum, and if issuing grades must hold Content Certification
Regular Education Teacher must hold Content Certification or Equivalent	Regular Education Teacher must hold Content Certification or Equivalent	Regular Education Teacher must hold Content Certification or Equivalent
Report Inclusion Code '9'	Report Inclusion Code '9'	Report Inclusion Code '9'



Preschool

Pre-K Courses

LEAs will report courses for preschool children; regular education and special education

In FY20 for In-field determination per Georgia's ESSA requirements:

- Pre-K Literacy: PK.00100xx
- Pre-K Numeracy: PK.00200xx
- **Special Needs Literacy: PK.90100xx or PK.80100xx**
- **Special Needs Numeracy: PK.90200xx or PK.80200xx**

Every PK student **except Speech only** must have 2 courses.

- If **PK.90100xx, PK.80100xx** or **PK.90200xx, PK.80200xx** is reported, the student must have a PRIMARY AREA on the same course

PK.90100xx and PK.90200xx

Preschool SWD whose IEP states 'Direct Services':

(ii) Direct services

*(1) The child remains in a regular early childhood program with direct services from special education personnel utilizing a **consultative**, **collaborative** or **coteaching** model.*

- If the class is **not in the LEA**, ex.: Daycare, GA PreK in a Kids R Kids, a setting outside an LEA facility
 - **Report Primary Teacher (Teacher of Record) as 616-16-1616**
 - Certification will ignore this teacher when checking for proper credentials
 - Report the Special Education Teacher (with SSN) as the additional teacher
 - This teacher must have appropriate special education certification

PK.90100xx and PK.90200xx

Preschool SWD whose IEP states 'Direct Services':

(ii) Direct services

(I) The child remains in a regular early childhood program with direct services from special education personnel utilizing a consultative, collaborative or coteaching model.

- If the class **is in the LEA**, ex.: GA PreK or Head Start in a setting in an LEA facility
 - Report the regular Education teacher as Primary Teacher (Teacher of Record) with SSN
 - Certification will check for regular education (content) certification
 - Report the Special Education Teacher (with SSN) as the additional teacher
 - This teacher must have appropriate special education certification

PK.80100xx and PK.80200xx

Preschool SWD whose IEP states:

(II) The child is in the regular education early childhood program, but special education and related services are provided outside a regular education early childhood program.

- No Regular Education Teacher
- Special Education Teacher must have appropriate special education certification and content (Early Childhood) certification

PK.80100xx and PK.80200xx

Preschool SWD whose IEP states:

(i) A separate special education program housed in the public school or in a community-based setting, in a separate school or residential school or facility;

- No Regular Education Teacher
- Special Education Teacher must have appropriate special education certification and content (Early Childhood) certification

Pre-K Speech Only

Preschool students who receive only speech services from an SLP

- The SLP is not subject to PQ/In-Field.
- SLPs are a service field that does not qualify as a 'content' certification for in-field
- Unless the SLP is providing content, the LEA should **not report this time as a course**

PK Course Codes

PK.00100xx	Regular Education Pre-K Literacy
PK.00200xx	Regular Education Pre-K Numeracy
PK.90100xx PK.80100xx	Special Education Pre-K Literacy
PK.90200xx PK.80200xx	Regular Education Pre-K Numeracy

**No Special
Education Teacher
in this setting**

**PK SWD:
Regular Early Childhood Program in Public School or
Community with Additional Supportive Services:
special education services from a para, interpreter,
etc.**

Staff

Regular Education Teacher Subject to PQ and In-field

3YR/4YR Literacy Course

PK.00100xx

PQ Requirement for regular
education teacher

Bright from the Start Requirements

In-field Requirement for
regular education teacher

Content Certification

**3YR/4YR Numeracy
Course**

PK.00200xx

PQ Requirement for regular
education teacher

Bright from the Start Requirements

In-field Requirement for
regular education teacher

Content Certification

No Special
Education Teacher
in this setting

**PK SWD:
Regular Early Childhood Program in Public
School or Community, only Special Education
Service is Speech**

Staff

Regular Education Teacher Subject to PQ and In-field
Speech Language Pathologist not subject to PQ or In-field

**3YR/4YR Literacy
Course**

PK.00100xx

Do Not report a course for speech

PQ Requirement for
regular education teacher

Bright from the Start Requirements

In-field Requirement for
regular education teacher

Content Certification

**3YR/4YR Numeracy
Course**

PK.00200xx

Do Not report a course for speech

PQ Requirement for
regular education teacher

Bright from the Start Requirements

In-field Requirement for
regular education teacher

Content Certification

<p>No Special Education Teacher in this setting</p>	<p>PK SWD: Regular Early Childhood Program in Public School or Community, Receiving Regular Education Instruction and Special Education <u>Related Services</u> (OT, PT, Nursing, etc.); <u>No Direct Services</u></p>
<p>Staff</p>	<p>Regular Education Teacher Subject to PQ and In-field Staff providing related services <u>not</u> subject to PQ and In-field</p>
<p>3YR/4YR Literacy Course</p>	<p>PK.00100xx</p>
<p>PQ Requirement for regular education teacher</p>	<p>Bright from the Start Requirements</p>
<p>In-field Requirement for regular education teacher</p>	<p>Content Certification</p>
<p>3YR/4YR Numeracy Course</p>	<p>PK.00200xx</p>
<p>PQ Requirement for regular education teacher</p>	<p>Bright from the Start Requirements</p>
<p>In-field Requirement for regular education teacher</p>	<p>Content Certification</p>

Co-teaching	PK SWD: Regular Early Childhood Program in Public School or Community, Receiving Regular Education Instruction and Special Education Instruction: <u>Direct Services: Consultative, Collaborative, Co-teaching,</u>	
Staff	<ul style="list-style-type: none"> • Regular Education Teacher Subject to PQ and In-field • Special Education Teacher Subject to PQ and In-field <ul style="list-style-type: none"> • One course must be regular education and one must be special education 	
3YR/4YR Literacy		PK.00100xx or PK.00300x
PQ Requirement for <i>regular</i> education teacher	Bright from the Start Requirements	PK.00100xx
PQ Requirement for <i>special</i> education teacher	Special Education Certification	PK.90100xx
In-Field Requirement for <i>regular</i> education teacher	Content Certification	PK.00100xx
In-Field Requirement for <i>special</i> education teacher	Special Education Certification	PK.90100xx
3YR/4YR Numeracy		PK.00200xx or PK.00400xx
PQ Requirement for <i>regular</i> education teacher	Bright from the Start Requirements	PK.00200xx
PQ Requirement for <i>special</i> education teacher	Special Education Certification	PK.90200xx
In-Field Requirement for <i>regular</i> education teacher	Content Certification	PK.00200xx
In-Field Requirement for <i>special</i> education teacher	Special Education Certification	PK.90200xx

<p>Individual or Small Group Special Education</p>	<p>PK SWD: Child is <u>NOT</u> in a Regular Early Childhood Program in Public School or Community, is Receiving Special Education Instruction in a separate special education program, separate school, residential facility or home</p>
<p>Staff</p>	<p>Special Education Teacher Subject to PQ and In-field</p>
<p>3YR/4YR Literacy Course</p>	<p>PK.80100xx</p>
<p>PQ Requirement for special education teacher</p>	<p>Special Education Certification</p>
<p>In-field Requirement for special education teacher</p>	<p>Content Certification</p>
<p>3YR/4YR Numeracy Course</p>	<p>PK.80200xx</p>
<p>PQ Requirement for special education teacher</p>	<p>Special Education Certification</p>
<p>In-field Requirement for special education teacher</p>	<p>Content Certification</p>



CPI Reporting Certified/Classified Personnel Information

CPI Record Types

A Record – Personnel Demographic Information This record contains **basic** demographic information.

B Record – Personnel Demographic Information This record contains information regarding **contract days, salary, years of experience, and certificate level** for classified employees.

C Record – Assignment Information

This record contains information regarding **employee's assignment**. There can be up to six C Records (assignments) for each employee.

Employee Type

VALID VALUES	POPULATION	REPORT RECORDS
Blank/null	Regular, hired by LEA	A, B and C
B	Regular, OCGA 47-3-127.1* hired by local district <small>(Formerly referred to as Senate Bill 327) (retired educator)</small>	A, B and C
P	Third -party contract employee, hired by personnel vendor	A and C
L	Long-term substitute	A

Codes

- Data Collections website: Certified/Classified Personnel Information (CPI), Resources, View/Download Code Tables

Georgia Department of Education

Richard Woods
State Superintendent of Schools

CPI Code Menu
Data Collection System
Office of Technology Services



[Job Codes](#)



[Certificate Type Codes](#)



[Secondary Fund Codes](#)



[Subject Matter Codes](#)



[Certificate Field Codes](#)



[Termination Codes](#)

Frequently Asked Questions

How do I know what GACE tests my teachers must take to become PQ and Infield?

- The GADOE does not issue teaching certificates nor do they advise teachers regarding GACE assessments.
- [Professional Standards Commission](#) (GAPSC)
- [GACE](#) Testing
 - This document lists the GACE tests required for specific teaching certificates

Contact the PSC with specific questions – they are the authority on certification requirements!

What certification must a special education teacher hold who is **not issuing grades** in a co-teaching class where students are assessed on the Milestones?

- General Curriculum Certification
- Clearance Certificate
- NO Content Certification

What certification must a special education teacher hold who is **issuing grades** in a co-teaching class where all the students are assessed on the Milestones?

- General Curriculum Certification
- Clearance Certificate
- Content Certification or equivalent

What certification must a special education teacher hold who **is issuing grades** in a small group ID class where students are assessed on the GAA?

- Adapted Curriculum Certification
- Clearance Certificate
- Content Certification

What certification and level content certification does a teacher need to hold if a teacher's class contains students assessed by the **Georgia Alternative Assessment**?

- **Adapted Curriculum Certification**
- **Clearance Certificate**
- Special Education teachers issuing grades in content must have **Content Certification**
 - Special Education teachers serving GAA students in middle and high schools may hold content certification at a lower grade level
 - Special education teachers must **hold content certification aligned to the highest level required by the students being served**

What certification must a special education teacher in a specialized setting have if the teacher's class contains students participating in the **Milestones and the Georgia Alternative Assessment?**

- Adapted Curriculum Certification
- General Curriculum Certification
- Content Certification
- Clearance Certificate

How do we schedule and set up for our PK special education teacher who provides co-teaching services at the local Headstart?

We understand that we use the new PK.901 and PK.902 course numbers, but there is not a system-employed lead teacher to attach it to.

- In this scenario report PK.901 and PK.902 courses with the special education teacher as the additional teacher (SSN)
- Report 616-16-1616 as the SSN for the Headstart (or GA Pre-K) teacher
 - Also report this for services provided in a daycare
 - Certification for the 616-16...teacher will not be checked

Can a high school teacher with Adaptive Curriculum , General Curriculum, and Cognitive Certification up to 8th grade teach a Life Skills, Social or Study Skills class to a non-GAA student in High School?

- This teacher would be out of field for the non-GAA student.
- To teach a Life Skills, Social Skills or Study Skills course in a small group class, the teacher must have appropriate Special Education certification and Content certification at the High School cognitive level in any area (math, English, etc.).

Why is my teacher with Adapted Curriculum Certification who is teaching students assessed on GAA not in-field?

- The GAA flag currently being used is based on prior year data
- LEAs report GAA in Student Record
- The current year report is not available until after Student Record sign-off in June each year
- This issue will fix itself after SR sign-off in June
- Make sure all students in the class who are assessed on GAA are flagged GAA in Student Record
- For FY20 Reporting: LEAs are asked to report the date a student is made “eligible” for GAA and no longer eligible for GAA

What certification is required for teachers in this scenario? A student assessed by the GAA is taking an Auto Mechanics class; the IEP says Co-teaching.

- General Education Teacher must have Content or Equivalent Certification
- Special Education Teacher must have Adapted Curriculum Certification
 - If the special education teacher is issuing grades, also Content Certification

(If the special education teacher is also providing specialized instruction to students in the class who are on regular assessment, he/she must also have General Curriculum Certification)

What certification is required for teachers in this scenario? A student assessed by the GAA is in a regular education PE class; the IEP says no special education services

- General Education Teacher must have Content or Equivalent Certification (not Special Education Certification)
- No Special Education teacher

Why is my special education teacher who holds **Special Education General Curriculum/Early Childhood Education Certification** out-of-field for middle school co-taught classes where the educator does not issue grades?

- Special Education General Curriculum/Early Childhood Education Certification is in-field for Special Education General Curriculum **P-5** and Early Childhood Education **P-5**.
- Do not confuse with Special Education General Curriculum P-12.

We have a small group special education class with a special education certified teacher and have added a regular education content certified teacher to co-teach? How do I report this and will either teacher be out of field?

- This is not co-teaching; co-teaching may only take place in a regular education classroom
- In FY20 you may report this using the Delivery Model Codes developed to aid in reporting appropriate certification
- The Course Teacher will be the Special Education certified teacher
- The Additional Teacher will be the Content Certified Teacher

A Special Education Teacher who is not employed by my LEA is on my In-Field report? How do I get them off my report?

- LEAs are responsible for all their students. All teachers of LEA students will be included on the In-Field report. This includes: GNETS, GAVS, Third Party Contractors, and teachers engaged by MOUs, etc.
- We encourage LEAs to engage in critical conversations about expectations for the credentials of educators serving your students.

Are teachers at residential treatment facilities required to meet special education certification requirements?

- If a student with disabilities is placed in a residential treatment facility (RTF) in GA, then any staff member reported as a teacher is subject to PQ and In-Field and should be reported in CPI and Student Class.

What happens if my special education teachers do not meet State PQ and are not In-Field?

- Make all decisions based on **Student Needs**
- Consider the following options:
 - Work with existing Special Education Teachers to add the requisite credentials
 - Consider using online options for some courses
 - Consider partnering with neighboring LEAs
 - Consider 'Grow Your Own' Special Education Teachers
 - Engage in Critical Conversation with Partners (GNETS, MOUs, Third Party Providers)

Consequences of In-Field

	Regular Education	Special Education
Requirement	Regular Education Teachers do not have to be in-field	Special Education teachers must be PQ/In-field
Reporting	In-Field is publicly reported on the GOSA website	In-Field is publicly reported on the GOSA website
Reclamation of Funds	Title I funds are not reclaimed if teachers are not in-field	IDEA funds are not reclaimed for failure to meet In-Field
Monitoring Findings	Monitoring findings are not issued if teachers are not in-field	A finding will be issued during monitoring for failure to meet State PQ for special education teachers (same requirements as in-field); Corrective Action is procedural.
Right to Know Notification	Right to Know Notifications need to go to out to all parents – usually website, handbook, letter, email, calling tree	Right to Know Notifications need to go to out to all parents – usually website, handbook, letter, email, calling tree
20 Day Notification	20 Day letters do not need to go home for regular education teachers who are not in-field	20 Day Letters must be sent to parents of students who have a teacher who does not meet State PQ (same requirements as in-field)
Office of Civil Rights	It's possible that there could be consequences around OCR (see <i>ESSA PQ/In-Field Implementation Guide</i>)	In the event of a Special Education complaint, teacher qualifications may be a consideration. Some IDEA complaints/lawsuits have the potential to have monetary consequences.

Questions

Contact:

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