

780 KAR 3:140. Certification and professional development requirements.

RELATES TO: KRS 151B.035

STATUTORY AUTHORITY: KRS 151B.035

NECESSITY, FUNCTION, AND CONFORMITY: KRS 151B.035 requires the State Board for Adult and Technical Education to promulgate comprehensive administrative regulations for full-time and part-time certified and equivalent staff governing certification and professional development requirements.

Section 1. Certified and equivalent employees in the Department for Adult and Technical Education shall meet the requirements for professional education as specified in the classification system and shall maintain the continuing education requirements and administrative regulations promulgated by the State Board for Adult and Technical Education and the Board for Elementary and Secondary Education specified for each certified position as a condition of employment.

Section 2. Maintaining certification shall be the responsibility of the individual employee.

Section 3. An employee may elect to maintain the certification requirements in effect at the time of initial employment, or may transfer to current requirements for the position held. Whenever an employee changes from one position to another position with different requirements, the current requirements governing the new position shall be met.

Section 4. Secondary instructors and school administrators shall be fully certified under the provisions of teacher and principal certification administrative regulations as specified by the Kentucky State Board for Elementary and Secondary Education or other subsequent body with this authority. Postsecondary instructors and school administrators shall meet the same requirements as secondary or meet the initial alternative requirements with professional education commitment as specified in the classification system for certified and equivalent employees.

Section 5. All instructors in the Kentucky Tech System who do not have previous certification and teaching experience shall be required to successfully complete the methods of instruction training offered through the Office of Technical Education prior to teaching students.

Section 6. All new school principals and school directors who possess administrative certification but have no experience in administration shall participate in required staff development activities offered through the Office of Technical Education.

Section 7. Principals, school directors, assistant directors, and guidance counselors, and all other certified and equivalent school personnel shall complete at least twenty-five (25) hours of training annually beginning July 1 of each year.

Section 8. All instructors shall complete at least twenty-five (25) clock hours upgrade training annually. Instructors who must meet specific continuing education requirements as a part of their occupational licensure obligation shall earn those hours in accordance with the administrative regulations set by the credentialing body. These hours, when completed, shall apply to the twenty-five (25) clock hour obligation on an hour-for-hour basis beginning July 1 of each year.

Section 9. The commissioner may specify required upgrade training for central office and field office certified and equivalent staff, but in no case shall they complete less than twenty-five (25) clock hours of training annually beginning July 1 of each year.

Section 10. If an employee does not hold a valid certificate, does not complete the requirements for renewal, or does not complete the appropriate continuing education requirements, his employment shall be terminated. The commissioner may make an exception if the requirements could not be met due to personal illness or other just cause beyond the control of the employee. The employee may be granted one (1) year in which to obtain the requirement. (17 Ky.R. 749; eff. 10-14-90; Am. 20 Ky.R. 154; eff. 10-7-93.)