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Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

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(X) Action Required
(X) Informational

BULLETIN NO. 022-23 EDUCATOR GROWTH AND DEVELOPMENT

TO: Educational Service District Superintendents
School District Superintendents
School District Business Managers
School District Human Resource Managers
School District Learning and Teaching Managers
School Principals

FROM: Chris Reykdal, Superintendent of Public Instruction

RE: Certificate Renewal Requirements for all Teacher and Administrator Certificates
Beginning July 1, 2023

CONTACT: Cindy Rockholt, Assistant Superintendent of Educator Growth and Development
360-725-4991, cindy.rockholt@k12.wa.us

PURPOSE/BACKGROUND

This Bulletin details new certificate renewal requirements for all teachers, administrators, including all principals, assistant principals, program administrators, Career and Technical Education (CTE) directors, and superintendents. New requirements are a result of [HB 1426](#) and [WAC 181-79A-244](#). The new requirements are in addition to previously required hours such as the Science, Technology, Engineering, and Math (STEM) requirements. These hours are included within the 100 clock hours that are required every five years for certificate renewal.

Certificates renewed prior to July 1, 2023, are not required to meet the new certificate requirements. An educator may renew a certificate at any time during the validity of their certificate.

The new requirements begin for all educators applying to renew their teacher and administrator certificates on or after July 1, 2023.

Additional Renewal Requirements HB 1426

| All Teacher, including CTE Teacher Certification July 1, 2023 | Administrator Certification July 1, 2023 |
|--|---|
| 15% (15 hours) Equity-Based School Practices Aligned with CCDEI* standards | 10% (10 hours) Equity-Based School Practices aligned with CCDEI standards |
| X | 10% (10 hours) national professional education leaders standards |
| X | 5% (5 hours) Government to Government Relationship with Federally Recognized Tribes |

*Cultural Competency, Diversity, Equity, and Inclusion Standards developed by Professional Educators Standards Board

Existing requirements for teacher and CTE teacher certificate renewal require 15 hours on STEM integration

Requirements for Teacher and for Administrator Certificate Renewal

The professional learning described in the next sections are included within the 100 clock hours required for certificate renewal.

Equity-Based School Practices

All teachers must earn at least 15 continuing education credit hours (or clock hours) of equity-based school practices in order to renew a certificate on or after July 1, 2023. This is required for renewal of residency, professional, initial, continuing teacher, and CTE teacher certificates.

All administrators must have at least ten (10) continuing education credit hours (or clock hours) of equity-based school practices. This is required for renewal applications of residency, professional, initial, and continuing principal, program administrator, superintendent, and CTE director certificates submitted on or after July 1, 2023.

Administrators holding both an administrator and teacher certificate, ten hours total of equity-based school practices are required.

For both administrator and teacher certificate renewal, the hours must be aligned with the [Cultural Competency, Diversity, Equity, and Inclusion Standards for Educators](#) (CCDEI Standards) and must be provided by one or more of the following entities that are approved clock hour providers:

- Office of Superintendent of Public Instruction (OSPI)
- Washington state School Districts, Tribal Compact Schools, approved Charter Schools, Washington School for the Deaf, and Washington School for the Blind
- Educational Service Districts

- Educator Preparation Program approved by the Professional Educators Standards Board
- The Association of Washington School Principals
- The Washington Education Association
 - Individuals holding a valid National Board Certificate issued by the National Board for Professional Teaching Standards (NBPTS) meet the equity-based school practices requirement by maintaining a valid National Board Certificate.
 - A Professional Growth Plan (PGP) with at least one goal aligned to the CCDEI Standards meets this certificate renewal requirement. The PGP must reflect the learning gained in the area of equity-based school practices, aligned with the CCDEI Standards provided by one of the entities listed above.
 - Private schools may work in partnership with the identified content providers to support their educators in developing PGPs to meet the equity-based school practices requirements for certificate renewal.

Additional Requirements for Administrator Certificate Renewal

National Professional Standards for Education Leaders

In addition to the equity-based school practices hours required (described above), to renew an administrator certificate on or after July 1, 2023, all administrators must earn at least ten (10) continuing credit hours (clock hours) or the equivalent in credit or Professional Growth Plans (PGPs), focused on [national professional standards for education leaders](#) (PSEL).

A Professional Growth Plan with at least one goal aligned to the PSEL standards meets this certificate renewal requirement.

- A National Board Certificate may **not** be used for this requirement.

Government-to-Government Relationships with Federally Recognized Tribes

All administrators must earn at least five continuing credit hours (clock hours) of professional learning focused on Government-to-Government Relationships with federally recognized Tribes in order to renew a residency, professional, initial, and continuing certificates in the role of principal, program administrator, superintendent and CTE director. These five hours are part of the 100 clock hours required for certificate renewal.

The Government-to-Government Relationships with federally recognized Tribes professional learning must be provided by one or more subject matter experts approved by the Governor's Office on Indian Affairs in collaboration with the Tribal Leaders Congress on Education, and the Office of Native Education in the Office of the Superintendent of Public Instruction.

A Professional Growth Plan (PGP) may not be used for these hours.

To strengthen alignment across a district, OSPI recommends districts put a plan in place for how administrators will access the Government-to-Government Relationships training. This will help ensure administrators across the district have clear and consistent information aligned with existing district partnerships and meaningful consultation practices. This template may be used for district planning purposes.

Timeline for Government-to-Government Relationships with Federally Recognized Tribes

| Activity | Anticipated Date |
|---|-------------------------|
| Training Developed | November 30, 2022 |
| Trainers Identified and Approved | November 30, 2022 |
| PdEnroller and eCert system ready to accept clock hours | July 2023 |
| Training Accessible to Administrators | July 2023 |

Certificate renewal requirements begin July 1, 2023.

Development of Government-to-Government Relationships with Federally Recognized Tribes Training

The training is being designed by the Office of Native Education (ONE) in partnership with Washington State Native American Education Advisory Committee (WSNEAC), Region 16 Comprehensive Center, and District Administrators.

Implementation partners for this work include Association of Washington School Principals (AWSP), the Governors' Office of Indian Affairs (GOIA), Tribal Leaders Congress on Education, Washington Association of School Administrators (WASA), Washington State Native American Education Advisory Committee (WSNEAC), and OSPI.

The training, which will be available to all administrators in July 2023, will be offered in two modalities: synchronous facilitated virtual training, and synchronous facilitated hybrid virtual/in person training. Schedules, information of how to access trainings, and content offerings will be communicated in a future bulletin late spring 2023.

Only trainings endorsed by ONE will count for the new certificate requirements. Information on which trainings will count will be posted on ONE's website in June 2023.

Certification Information

Professional Growth Plans

Professional Growth Plans (PGPs) may be used for certificate renewal for most clock hours. PGPs are job-embedded, self-directed professional development. PGPs are no cost to educators and are worth 25 continuing credit hours (clock hours). Educators set their own goals

and align them to certification standards including [Cultural Competency, Diversity, Equity, and Inclusion \(CCDEI\) standards](#), [Social Emotional Learning \(SEL\) standards](#), or professional standards relevant to your role. A Professional Growth Plan may be used for the Equity-Based School Practices, and for the National Professional Education Leaders Standards. PGPs may not be used for the Government-to-Government Relationships with Federally Recognized Tribes trainings.

For more information on Professional Growth Plans, and to find the required [PGP template](#), visit the [Professional Educators Standard Board's website](#).

PGPs may not be used for the Government-to-Government Relationships with federally recognized tribes certificate renewal requirement for administrators.

When to Renew a Certificate

Educators may renew early. **An educator may choose to renew a certificate at any time during the validity of their certificate.** It is the responsibility of the educator to ensure that they hold a valid certificate and renew that certificate in a timely manner. The Office of Superintendent of Public Instruction (OSPI) Professional Certification Office recommends that those wishing to renew a certificate apply for their renewal as soon as they have completed the required number of hours. For most teacher and administrator certificates, 100 continuing credit hours (clock hours) are required for certificate renewal every five years. Eligible clock hours must be earned during the five-year validity of the certificate.

Educators must plan ahead for applying for certificate renewal to allow time for the Professional Certification Office at OSPI to evaluate the application, and to issue the certificate. It can take up to 12 weeks for a certificate to be issued after application. Educators are encouraged to apply for certificate renewal through their E-Certification (eCERT) account well before the expiration date in order to maintain a valid certificate. An educator cannot legally be placed into a classroom without a valid certificate ([RCW 28A.410.025](#)).

INFORMATION AND ASSISTANCE

For questions regarding this bulletin, please contact Cindy Rockholt, Assistant Superintendent of Educator Growth and Development, at 360-725-4991 or email cindy.rockholt@k12.wa.us.

For questions regarding certification, please visit the [OSPI Certification](#) webpage.

For questions regarding professional standards, CCDEI standards, SEL standards, Professional Growth Plans or certification policy, please visit the [PESB website](#).

The OSPI TTY number is 360-664-3631.

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This bulletin is also available on the [Bulletins](#) page of the OSPI website.

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Deputy Superintendent

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Assistant Superintendent
Educator Growth and Development

CR:cpr

Attachment 01: Government-to-Government Relationships District Planning Template

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