

DEPARTMENT OF PUBLIC INSTRUCTION

17

above listed social studies subjects, and a minimum of 20 semester credits distributed over at least 2 of the other above listed social studies subjects. Certification in broad field social studies will permit teaching in only the concentration and the fusion courses, not in all social studies subjects. (The fusion courses are those drawn from several of the social studies disciplines and, therefore, require a composite preparation in social studies. Fusion courses include civics, social problems, American problems, area studies, vital issues, etc.)

(d) A license covering the broad field of music education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of music exclusive of methods. The pattern shall be approved by the state superintendent.

(e) A license covering the broad field of art education will be granted in 1963 and thereafter upon a minimum of 54 semester hours in the field of art exclusive of methods. The pattern of this major must be approved by the state superintendent.

(g) Speech shall be considered an academic subject.

1. High school teachers of speech shall hold a minimum of an approved college minor in speech preparation. Speech certification shall become mandatory for all classroom teachers of speech with the school year 1962-63. Persons with at least 12 years of experience as teachers of speech prior to July 1, 1962 may be licensed without meeting the above requirement. Persons with from 8 to 11 years of experience as teachers of speech prior to July 1, 1962 may be licensed by completing 6 semester hours of college speech training. A course in speech fundamentals is required.

2. Extra-curricular speech activities. Certification for coaching or directing extra-curricular speech activities will be recommended but not required. Colleges are urged to establish suitable patterns of preparation for coaching or directing extra-curricular speech activities. Such patterns should be established as minors and should be guides to employing officers.

(h) High school teachers must have at least 18 semester credits in professional education. These credits shall be in the fields of educational psychology or psychology of learning, methods to include some in the major subject, and at least 5 in student teaching. The remaining credits are elective in the field of professional education.

(7) SPECIAL SUBJECT FIELDS OF TEACHING. Three-year licenses will be granted to recommended degree-holding graduates of accredited degree-granting colleges or universities for those special subjects for which they are fully prepared in accordance with the prescribed regulations. The special subject fields are industrial arts, home economics, business education, agriculture, music, art and physical education.

(a) A major in a special subject shall consist of a minimum of 34 semester credits. If the pattern in a special subject field is not sufficiently broad to cover the entire field, a license restricted to specific subjects within the field may be issued.

(b) A minor in a special subject field shall consist of a minimum of 22 semester credits exclusive of methods. Licenses for minors in special subject fields may be restricted to certain grade levels or to certain subjects within the field.

(c) The professional sequence shall include the areas of educational psychology, child growth and development, curriculum, methods and student teaching. Preparation for 12 grade teaching must include student teaching at a minimum of 2 grade levels.

(8) VOCATIONAL EDUCATION. (a) A 3-year license may be issued to a person who has completed the requirements specified below for any of the following vocational subjects:

1. 211 Child Services—vocational
2. 212 Clothing Services—vocational
3. 213 Food Services—vocational
4. 214 Housing and Equipment—vocational
5. 215 Family and Community Services—vocational
6. 281 Business and Office—vocational
7. 285 Distributive Education—vocational
8. 293 Drafting—vocational
9. 294 Electricity/Electronics—vocational
10. 296 Graphics—vocational
11. 297 Metals—vocational
12. 298 Power Mechanics—vocational
13. 299 Woodworking—vocational
14. 911 Health Occupations—vocational (effective July 1, 1978)

(b) An applicant for a license to teach in any of the vocational subjects must have completed the following:

1. A bachelor's degree.
2. A 34-semester credit Approved Program teaching major in business education, industrial education, distributive education, home economics, or health occupations.
3. An applicant for a license in health occupations—vocational may complete a 34-semester credit major in a nationally recognized health occupations field and obtain the institutional endorsement verifying the completion of an 18-semester credit secondary education professional sequence in lieu of (b) 2 above. This sequence must include the following:
 - a. Methods of teaching health occupations
 - b. Psychology of learning
 - c. Curriculum planning
 - d. Teaching of reading
 - e. Student teaching—minimum of 5 semester credits
4. A licensed teacher employed as a health occupations—vocational teacher for 2 semesters prior to July 1, 1978, may be issued a regular 3-

year license upon verification by the employing school administrator that the experience was successful.

5. A course in principles, issues or philosophy of vocational education.
6. Certification designated health occupations—vocational requires that the applicant hold current state or national certification in a health care field.
7. Certification designated business and office—vocational and trades and industry—vocational requires related occupational experience totaling 2,000 hours completed during the 10-year period preceding the application for vocational licensure.
8. Certification designated distributive education—vocational requires related occupational experience totaling 4,000 hours completed during the 10-year period preceding the application for vocational licensure.
9. Certification designated home economics—vocational requires related occupational experience totaling 2,000 hours with at least 1,000 of these hours in one of the 5 areas of concentration completed during the 10-year period preceding application for home economics—vocational licensure.
10. Certification designated health occupations—vocational requires related occupational experience preferably earned in more than one setting totaling 2,000 hours completed during the 10-year period preceding the application for vocational licensure.

11. The required occupational experience can be met in any of the following ways:

- a. Paid occupational experience in related occupations.
- b. State-approved collegiate occupational internship (directed field experience) resulting in college credit. One hour of paid occupational internship counts as 3 hours of occupational experience. Up to two-fifths of the occupational experience may be secured by earning university graduate credits in technical subjects or in workshops, specifically related to the area of concentration, one semester hour counting as 95 clock hours of occupational experience and one clock hours of approved workshop experience counting as up to 3 clock hours of occupational experience. Workshops must have prior approval of the state superintendent.

12. The 3-year license may be renewed by completing 3 semester credits in technical course work or its equivalent.

(c) For the 5-year license, applicants must have completed the following:

1. Three years of successful teaching experience in a position requiring Wisconsin vocational certification while holding the 3-year license for the subject(s) endorsed on that license.
2. Three semester credits in technical course work, specifically related to the vocational program. (95 clock hours of occupational experience, specifically related to the area of concentration, can count as the equivalent of one semester credit or one clock hour of approved workshop experience can count as 3 clock hours of occupational experience.)

3. Life license will not be issued. The 5-year certificate can be renewed by verifying completion of 5 semester credits in technical course work, specifically related to the vocational program. (Occupational experience or workshop attendance can be substituted for college credit totally or in part under the guidelines for equivalency listed in 2 above.)

(9) LOCAL VOCATIONAL EDUCATION COORDINATORS. (a) For a 3-year license the applicant must possess evidence of vocational education and administrative competencies, credentials to include the following:

1. A baccalaureate or higher degree with a major in a vocational subject area or related area as identified by the state superintendent.

2. College-level course work in the following areas:

a. Issues, principles or philosophy of vocational education.

b. Organization and administration of cooperative vocational programs

c. Curriculum planning and development

d. Supervision of instruction

e. Guidance with an emphasis on career development

f. Administration of public school districts.

3. Work experience outside of teaching to include at least 2,000 hours in one or more occupational fields. Collegiate field experience resulting in college credit may be used to satisfy occupational requirements, each contact hour counting up to 3 clock hours of occupational experience. Workshops may be substituted for occupational experience as follows: one clock hour of approved workshop experience counts up to 3 clock hours of occupational experience. Approval by the state superintendent is required.

4. Three years of successful teaching in a vocational subject area identified as such by the state superintendent, or 2 years of secondary teaching in vocational subject areas and an additional 2 years in administration and/or guidance.

(b) A 5-year license will be granted upon presentation of evidence of 3 years of successful employment as a local vocational education coordinator during the period of the 3-year license.

(c) Five-year certificates may be renewed by presenting evidence of the completion of 5 semester hours of collegiate credit or 475 clock hours of appropriate occupational experience which contributes to broadening the vocational competency of the applicant may be substituted for college credit. Collegiate field experience resulting in college credit may be used to satisfy occupational requirements, each contact hour counting up to 3 clock hours of occupational experience. Workshops may be substituted for occupational experience as follows: one clock hour of approved workshop experience counts up to 3 clock hours of occupational experience. Workshops must have prior approval of the state superintendent. These requirements are to be fulfilled within the immediate preceding 5-year period.

(10) READING TEACHER. (a) Any person who has a specific assignment to teach reading must hold certification as a reading teacher.

(b) Certification of the reading teacher shall be mandatory as of July 1, 1972.

(c) 3 year license. The applicant must have completed and/or possess the following:

1. A Wisconsin teacher's license based upon a bachelor's degree.

2. Two years of teaching experience.

3. A minimum of 15 semester credits, 9 of which must be taken beyond the bachelor's degree and 6 of which may be taken within the bachelor's degree:

*a. Teaching of reading—elementary for certification K-8 and/or Teaching of reading—secondary for certification 7-12.

*b. Reading disability.

*c. Reading clinic practicum.

d. Electives are to be chosen from language arts; language and learning disabilities; measurement and/or evaluation; literature for children and/or adolescents; child and/or adolescent psychology; or advanced courses and seminars in reading.

(d) 2 year, nonrenewable licensure. The applicant must have completed and/or possess the following:

1. A Wisconsin teacher's license based upon a bachelor's degree.

2. A minimum of 7 semester credits applicable towards unlimited certification.

3. The recommendation of a school district personnel officer or a higher-education faculty member engaged in the training of reading personnel.

(11) **READING SPECIALIST.** (a) The reading specialist certification shall be held by those working with reading teachers, classroom teachers, and others as a resource teacher to improve competency and interest in the teaching of reading and to prevent reading disabilities.

(b) Certification of the reading specialist shall be mandatory as of July 1, 1972.

(c) 3 year license. The applicant must have completed and/or possess the following

1. All requirements for the unlimited certification as reading teacher in addition to having the master's degree with a major emphasis in reading or at least a 30 semester hour program equivalent to the master's degree.

2. In addition to the courses listed in Wis. Adm. Code section PI 3.03 (9) [(10)] (c) 3, course requirements should be selected from:

*a. Measurement and/or evaluation

*b. Supervision and administration of reading programs

*c. Advanced reading courses and seminars

d. Learning and human development

- e. Language and learning disabilities and techniques
- f. Curriculum, history, and philosophy of education
- g. Exceptional children
- h. Guidance and counseling
- i. Internship with a qualified reading specialist or consultant
- j. Educational and psychological research

3. Two years of teaching or supervisory experience involved with the teaching of reading.

(d) 2 year, nonrenewable licensure. The applicant must have completed and/or possess the following:

- 1. All requirements for the reading teacher.
- 2. At least half (15 hours) of the course work listed above.
- 3. The recommendation of a school district personnel officer or a higher-education faculty member engaged in the training of reading personnel.

(12) **NON-PROFESSIONAL FIELDS OF SERVICE.** Under section 115.29 (3), Wis. Stats. certification will not be required of people assisting teachers in the broad instructional program except where certification classifications of non-professional school employes have been established.

(a) *Special education program aide.* A special education program aide's license may be issued to a person serving as a teacher's aide or a paraprofessional assigned to a special education program or service for exceptional children supported by the division for handicapped children. Role and function will be determined by the professional educator whom the special education program aide assists and may encompass clerical, housekeeping, supervisory or instructional assistance depending upon the competency, background and training of the specific training aide or paraprofessional. Such license may be issued to a person who is at least 18 years of age and has had 3 years of experience in the supervision of structured youth activities, or has completed 3 years of college education, or a combination of the above preparation and/or experience totaling 3 years, or has completed a planned two-year program in child care and development approved by the department of public instruction.

(13) **LICENSE BASED UPON EXPERIENCE.** A 2-year license may be granted to a person who presents evidence of full accreditation under section PI 3.03 excepting practice teaching providing evidence is presented proving eligibility for acceptance into practice teaching in the college of preparation and proof of 5 or more years of successful teaching experience at the level of preparation. A 3 year renewal license may then be issued upon proof of 2 years of successful teaching experience. Eligibility for a life certificate for such people is established at the end of 5 years of successful teaching experience in Wisconsin holding the 2 and 3 years licenses.

(14) **REFRESHER WORK.** (a) Teachers who have not been regularly employed within the teaching profession within the past 5 years, but who are endorsed by a college or university as having completed an Approved Teaching Program, may be issued a one-year license upon the written

request of an employing district administrator. Renewal of this licensure to a regular term license is dependent upon the completion of 6 semester hours of refresher work in methods and/or academic subjects.

(b) A regular term license may be granted to applicants who are endorsed by a college or university as having completed an Approved Teaching Program and who present evidence of 6 semester hours of refresher work in methods and/or academic subjects at the time of application.

(15) **SUBSTITUTE TEACHERS.** Term certificates allowing persons to serve as substitute teachers in the public schools may be issued to applicants who have held or are eligible to hold a regular Wisconsin credential which has expired or the equivalent credential issued in another state.

History: 1-2-56; am. (1), (2), (3); cr. (4) and (5), Register, November, 1958, No. 35, eff. 12-1-58; am. intro. par., (1), (2), (2) (a), (3), (3) (a), (3) (a) 1, (3) (a) 2, (3) (a) 3; cr. (3) (a) 4 and (3) (a) 5; am. (3) (b) and (3) (c); renum. (3) (d) to be (3) (f); cr. (3) (d) and (3) (e); am. (4), (4) (a), (b); r. (4) (c); renum. (4) (d) to be (4) (c); am. (5), Register, September, 1960, No. 57, eff. 10-1-60; am. intro. par.; cr. (3) (a) 6; renum. (3) (e) to be (3) (g); renum. (3) (f) to be (3) (h); cr. (3) (e); (6), (7), (8), Register, June, 1962, No. 78, eff. 7-1-62; renum. (4) (b) and (c) to be (4) (c) and (4) (d) and cr. (4) (b), Register, August, 1964, No. 104, eff. 9-1-64; rn. (3) (a) 4., 5. and 6. to be (3) (a) 6., 7., and 8.; cr. (3) (a) 4. and 5.; am. (6) (intro. par.); cr. (9), Register, September, 1966, No. 129, eff. 10-1-66; r. and recr. (4) (b), Register, April, 1968, No. 148, eff. 5-1-68; r. and recr. (6), Register, March, 1969, No. 159, eff. 4-1-69; r. and recr. (4) (a), r. (4) (b), renum. (4) (c) to be (b), (4) (d) to be (c), (5) to be (6), (6) to be (7), (7) to be (8), (8) to be (9), (9) to be (10) and cr. (5), Register, July, 1969, No. 163, eff. 8-1-69; am. intro. par.; r. and recr. (1); renum. (6) to be (7); cr. (6); renum. (7) to be (8); (8) to be (9); (9) to be (10); (10) to be (11), Register, May, 1970, No. 173, eff. 6-1-70; am. (3) (a) intro. par., Register, October, 1970, No. 178, eff. 11-1-70; r. and recr. (7), renum. (8) to be (9), cr. (8), renum. (9) to be (10), (10) to be (11) and (11) to be (12), Register, October, 1971, No. 190, eff. 11-1-71; renum. (1) through (12) to be (2) through (13) and cr. (1); renum. reference in (6) (c) (e) and (f) as renum. to be (6) (b) instead of (5) (b); renum. reference in (9) (c) 2, as renum. to be (8) (c) 3 instead of (7) (c) 3, Register, February, 1972, No. 194, eff. 3-1-72; r. and recr. (4) (c), Register, May, 1972, No. 197, eff. 6-1-72; renum. (2) through (13) to be (3) through (14) and cr. (2); renum. reference in (7) (c) (e) (f) as renum. to be (7) (b) instead of (6) (b); renum. reference (10) (c) 2 as renum. to be (9) (c) 3 instead of (8) (c) 3, Register, June, 1973, No. 210, eff. 7-1-73; r. and recr. (7), Register, December, 1975, No. 240, eff. 1-1-76; am. (intro.) and (5) (a) (intro.), Register, September, 1976, No. 249, eff. 10-1-76; am. (11) (a), Register, March, 1977, No. 255, eff. 4-1-77; r. and recr. (13) and am. (14), Register, August, 1977, No. 260, eff. 9-1-77; renum. (4) to (14) to be (5) to (15) and cr. (4), Register, October, 1977, No. 262, eff. 7-1-78; cr. (6) (b) 1 to 4, Register, October, 1977, No. 262, eff. 7-1-80; cr. (4) (c) and r. and recr. (8), Register, November, 1978, No. 275, eff. 12-1-78.

PI 3.04 Certificates are term and life. The term non-renewable certificate indicates the length of time the holder has to reach the next level of legal certification. Certificates are given to persons who are recommended by the proper college authorities and who have completed a program approved by the state superintendent of public instruction. Approved programs must meet the minimum requirements set by the state superintendent but they may go beyond these minimums as determined by each teacher preparation institution and as approved by the state superintendent.

(1) Five-year non-renewable certificates may be issued to graduates of recognized 2 year elementary teacher courses at the expiration of the 2 year

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year license described in Wis. Adm. Code section PI 3.03 (4) [(5)]. The issuance of the renewal certificate shall be based upon proof of success as reported by superintendents, supervisors and principals and upon proof of the applicant having secured at least 6 semester credits of college work toward the bachelor's degree acceptable to the state superintendent. For any further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 2 year graduates of 1961.

(2) Since the graduate from a 2 year professional course in elementary education is allowed a total of 7 years to secure a degree in elementary education, the graduate of a 3 year course may have the same length of time after completing a 2 year course or the second year of a 3 year course. Term certificates will be issued upon graduation from the 3 year course in elementary education in accordance with the amount of time left within the above-mentioned period. For further certification the bachelor's degree in elementary education will be required. This rule shall take effect with the 3 year graduates of 1962.

(3) Life certificates may be granted to teachers who have earned bachelors' degrees or their equivalent and who are fully qualified graduates of a college or university accredited for teacher education under the following conditions.

(a) *Life Certificates.* The unlimited or life certificate dated July 1, 1962 or thereafter, for all types of certification, will be valid so long as the holder remains active in the teaching profession. The credential shall become invalid if for 5 or more consecutive years the holder is not actively employed in a position in the teaching profession requiring the holding of a valid license. A person substituting for 90 days under a valid license shall be considered actively employed for that year. Such nullified credential may be renewed by presenting evidence of a minimum of 6 semester hours of refresher work in methods and/or academic subjects.

(b) *High school teachers.* They must hold a bachelor's degree and must have met the pattern of preparation approved by the state superintendent. Life certificates may be granted only in the major subject or subjects of preparation and such other subjects that have been taught successfully in Wisconsin public junior or senior high schools for at least 3 years and which were endorsed on a regular Wisconsin license during that period of time. At least 1 of the 3 years shall have been within the 3 year period prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(c) *Elementary teachers.* They must have met the pattern of preparation approved by the state superintendent and must be properly recommended graduates of a degree course or its equivalent in elementary education from a college or university accredited to offer a degree in the preparation of elementary teachers. Each applicant for a life certificate in elementary teaching must have held a regular license or licenses to teach in Wisconsin elementary schools and must have taught successfully under such license or licenses for at least 3 years in Wisconsin public elementary schools. At least 1 of the 3 years shall have been within the 3 year period immediately prior to the application for the life certificate. Proof of success shall be furnished as requested by the state superintendent.

(d) *Special field teachers as described in PI 3.03 (6)*. To secure a life certificate in a special field a teacher must hold a degree from an accredited college or university and must have secured an acceptable major or master's degree in that special field. The applicant must have taught successfully in the special field while holding a regular Wisconsin license or licenses for at least 3 years. Such teaching must have been done in Wisconsin public schools or in approved Wisconsin private schools. A teacher issued a license to teach in a special field on the basis of an acceptable minor must have secured an acceptable major or master's degree in that special field within 3 years of the date of graduation for further certification in that field. This requirement is effective for all who receive initial licenses on the basis of a minor after June 30, 1974.

Note: Life certificates may be issued to holders of minors in elementary school music teaching.

History: 1-2-56; am. (1); renum. (2) to be (3) and am.; cr. (2), Register, November, 1958, No. 35, eff. 12-1-58; am. (3); renum. (a), (b) and (c) to be (b) (c) and (d); cr. (3) (a); am. (3) (b), (3) (c) and (3) (d), Register, September, 1960, No. 57, eff. 10-1-60; am. intro. par.; Register, June, 1962, No. 78, eff. 7-1-62; am. intro. par., Register, May, 1970, No. 173, eff. 6-1-70; renum. reference in (1) to PI 3.03 (2) to be PI 3.03, (3) Register, February, 1972, No. 194, eff. 3-1-72; am. (3) (d), Register, April, 1973, No. 208, eff. 5-1-73; renum. reference in (1) to PI 3.03 (3) to be PI 3.03 (4) and renum. reference in (3) (d) title to PI 3.03 (5) to be PI 3.03 (6), Register, June, 1973, No. 210, eff. 7-1-73; am. (3) (a), Register, August, 1977, No. 260, eff. 9-1-77.*

PI 3.10 Special rules. (1) **LIBRARIAN.** (a) *School librarian.* Candidates must hold a valid Wisconsin teaching license, or be eligible for such license, or, in the case of degree-holding candidates, must successfully complete an approved program of 18 semester hours of professional education including field experience in public school library service.

1. Minimum credits for certification (covering both elementary and secondary schools) will be 22 semester hours in library science and related fields, including all of the following:

- a. Administration of the school library/instructional materials center
- b. Selection and use of audio-visual materials
- c. Selection and use of printed materials
- d. Adolescent literature
- e. Children's literature
- f. Cataloging and classifying
- g. Reference sources for schools

EXCEPTIONS: Certification as an elementary school librarian requires a course in children's literature, but not adolescent literature.

Certification as a secondary school librarian requires a course in adolescent literature, but not children's literature.

2. Additional courses may be selected from:

- a. Principles of elementary and secondary curriculum development
- b. Developmental reading
- c. Remedial reading
- d. Audio-visual materials and instruction