

have successfully completed an accepted kindergarten education program with a bachelor's degree from an accredited four year institution.

(2) **ELEMENTARY.** Licenses will be granted to similarly recommended graduates of accredited state and county colleges who have graduated from the approved two-year teacher education courses. Licenses will be granted to similarly recommended graduates of accredited state colleges who have graduated from the approved three-year teacher education courses. Licenses will be granted to similarly recommended graduates of state colleges, the state university and private colleges who have graduated with a degree from an approved teacher education course. Graduates of out-of-state accredited colleges and universities are eligible for licenses providing they meet our state requirements.

(3) **HIGH SCHOOL.** Licenses will be granted to similarly recommended graduates of accredited degree-granting colleges and universities for those subjects for which they have had adequate preparation under the prescribed regulations.

PI 3.04 Certificates. Certificates are term and life. Three, four or five-year term non-renewable certificates indicate the length of time the holder has to reach the next level of legal certification.

(1) Five-year non-renewable certificates may be issued to graduates of recognized two and three year elementary teaching courses at the expiration of the two-year license previously described. The issuance of such certificates shall be conditioned upon proof of success as reported by superintendents and upon proof of having shown continued professional education toward the three-year diploma or degree.

(2) Life certificates may be granted to teachers who are degree-holding, fully qualified graduates of an accredited degree-granting institution and who have met the prescribed regulations.

(a) *High school teachers.* Must hold a major from an accredited college recognized by the state superintendent in the subjects for which the certificate is to be granted and must have taught successfully in Wisconsin for at least 2 years those courses endorsed on a legal license issued in Wisconsin. Proof of success shall be furnished as requested by the state superintendent.

(b) *Elementary teachers.* The applicant must be a properly recommended graduate of a degree course in elementary education from a college or university accredited to offer a degree in the preparation of elementary teachers. The applicant must have held a regular license to teach in elementary schools in Wisconsin and must have taught successfully under such licenses for at least 2 years in Wisconsin. Proof of success shall be furnished as requested by the state superintendent.

PI 3.10 Special rules. (1) **MAJOR IN ACADEMIC SUBJECT.** A major in an academic subject shall consist of at least 24 semester hours of college credit.

(2) **MAJOR IN SPECIAL TEACHING FIELD.** A major in a special teaching field shall consist of at least 30 semester hours of college credit. Special fields are industrial arts, home economics, business education, agriculture, music, art and physical education.

(3) **MINOR IN ACADEMIC SUBJECT.** A minor in an academic subject shall consist of at least 15 semester hours of college credit.

(4) **MINOR IN SPECIAL TEACHING FIELD.** A minor in a special teaching field shall consist of at least 20 semester hours of college credit.

(5) **ACADEMIC PREPARATION.** (a) Elementary teachers shall graduate with a good general education background.

(b) High school academic teachers shall have had one major subject and two minor subjects or two major subjects.

(c) A person majoring in a special subject field must have had at least one minor subject.

(6) **PROFESSIONAL PREPARATION.** (a) Elementary teachers shall have graduated from an elementary education course approved by the state superintendent. A minimum of 26 semester hours of professional education including methods, child development and student teaching are required.

(b) High school teachers must have at least 18 semester hours of professional education. Three hours shall be in educational psychology or psychology of learning, 2 in methods in the major subject and 5 in student teaching. The other 8 semester hours may be elected in education.

(7) **LIBRARIANS.** Librarians must hold a license to teach and must also have successfully completed courses in library science that cover the areas of library administration, cataloging and classification, book selection, materials and reference. Minimum credits for certification in library science will be 15 semester hours. This rule shall become effective as of the school year 1960-61.

(8) **DRIVER EDUCATION.** (a) In order to receive a driver education license to teach practice driving education a person must hold a Wisconsin teaching license and must have earned at least 6 semester hours of approved credit in the field of safety education in an accredited teacher education college. At least 2 semester hours of such credit shall be in practice driving. First aid shall be included as a part of the safety education course. A standard Red Cross First Aid course may be substituted for the first aid portion of the 6 credit requirement. Applicants for the driver education license must hold a current Wisconsin driver's license and have an acceptable driving record.

(b) This rule shall be effective as of the school year 1959-60. To teach the classroom phase of driver education a person must complete the above requirements as of the school year 1962-63.

(c) Five year certificates will be issued to people who qualify under this rule. Such certificates may be renewed, subject to certification changes. Present holders of 2 year licenses in driver education may secure 5 year certificates when their present licenses expire if they have taught practice driver education at least one of the 2 years preceding application for the renewal license.

(9) **SUPERVISOR OR COORDINATOR.** A supervisor or coordinator under this rule is a person employed by a public school board of education as a general supervisor and director of instruction within any district or city school system.

(a) A supervisor or coordinator in any public school system in Wisconsin must hold a license to teach in Wisconsin at the level of

supervision and must have had at least 3 years of public school teaching experience at that level.

1. To obtain a license to act as supervisor or coordinator, the applicant must be at least 24 years of age and must be a citizen of the United States. A physician's statement certifying to satisfactory health must be presented as a part of the application. The report made under section 40.30 (10m) (a) may be used. A supervisor or a coordinator in cities of the first class must meet the health requirements established by the board of school directors pursuant to sections 38.23 and 40.30 (17) of the statutes.

2. To secure a supervisor's or coordinator's license, a person must hold a master's degree with courses in the area of curriculum; supervision; measurements at the graduate level; guidance; and child and/or adolescent development.

3. If employed to act as supervisor or coordinator of both elementary and secondary fields, this person must have successfully completed courses at the graduate level in elementary supervision and curriculum if licensed to teach in high school or in secondary supervision and curriculum if licensed to teach in elementary schools. Supervision courses covering both the elementary and secondary fields will be accepted.

(b) The original license for supervisor or coordinator shall be for three years. This license may be renewed upon satisfactory proof of successful work as supervisor or coordinator. A life certificate may be issued by the State Superintendent to those successfully completing two post-master's degree courses in education and by producing evidence of successful work as supervisor or coordinator for three or more years in Wisconsin public schools while holding a supervisor's or coordinator's license.

(c) People accepting new positions as supervisor or coordinator for the school year 1959-60 and thereafter must possess the proper supervisor's or coordinator's certificate. Those remaining in the position held in 1958-59 as supervisor or coordinator will be given until September 1, 1962 to qualify. Those 55 years of age or more on or before July 1, 1959 or who have held positions as supervisor or coordinator in Wisconsin public schools for 15 years or more as of that date need not qualify under this rule.

(10) SCHOOL ADMINISTRATOR. An administrator under this rule is a person employed by a public school board of education as a principal or as a superintendent of any district or city school system. The original administrator's certificate shall be issued for a three year term if the applicant meets the minimum requirements. If there are temporary deficiencies, 1 year administrative licenses may be issued which will be renewable if at least one of the course deficiencies is removed annually. After the minimum requirements are met, a regular 3 year certificate may be issued. After 3 years of successful administrative experience in Wisconsin public schools the life certificate for principals may be granted to holders of masters' degrees with the proper distribution of courses as indicated under each classification. Administrators of total school systems (grades k-12 or 1-12) must have successfully completed at least 2 courses at the post-master's level in subjects related to school administration in order to qualify for a life certificate in administration. To obtain a license to act as a school administrator, the applicant must be at least 24 years

of age and must be a citizen of the United States. A physician's statement certifying to satisfactory health must be presented as a part of the application. The report made under section 40.30 (10m) (a) may be used. An administrator in cities of the first class must meet the health requirements established by the board of school directors pursuant to sections 38.23 and 40.30 (17) of the statutes. Persons accepting new administrative positions for the 1959-60 school year and thereafter must possess the proper administrator's certificate. An administrator who remains in the position held in 1958-59 will be given until September 1, 1962 to qualify. Administrators who are 55 years of age or more on or before July 1, 1959 or who have held administrative positions in Wisconsin public schools for fifteen years or more as of that date need not qualify under this rule. Administrators who have acquired tenure as principals in populous counties pursuant to section 40.42 of the statutes need not qualify under this rule.

(a) *Elementary school principal.* A principal of any public elementary school must hold a Wisconsin license to teach at the elementary level. A principal of any public elementary school housing or employing 6 or more teachers must have had at least 2 years of public school teaching experience at the elementary level.

1. A principal of a public elementary school with 6-10 teachers shall have at least a bachelor's degree plus credits in a graduate course in school administration and must have had at least 2 years of public elementary school teaching experience.

2. A principal of a public elementary school with 11-14 teachers must have earned at least 9 semester hours of graduate work in education including courses in at least two of the following fields: elementary school curriculum; elementary supervision; problems, issues or trends in elementary education; school administration; child psychology; and guidance. Must have had at least 3 years of public elementary school teaching experience, one of which may have been as principal.

3. A principal of a public elementary school with 15 or more teachers must hold a master's degree including at least 16 semester hours of credit in graduate work in education. The courses shall be chosen from such fields as elementary school curriculum; elementary supervision; problems, issues or trends in elementary education; measurements; school administration; child psychology; and guidance. Must have had at least three years of public elementary school teaching experience, one of which may have been as principal.

4. An assistant principal must meet the same requirements as the principal within two years after being officially named to such position by the board of education.

(b) *Junior high school principal.* A principle of any public junior high school must hold a Wisconsin license to teach in the upper elementary grades or in secondary schools and must have had at least three years of public school teaching experience at either the elementary or secondary level.

1. The principal must hold a master's degree with graduate credit in courses in school administration and in addition at least three of the following fields: curriculum; supervision; problems, issues or trends in elementary or secondary education; educational measurements; adolescent psychology; and guidance.

2. An assistant principal must meet the same requirements as the principal within 2 years after being officially named to such position by the board of education.

(c) *High school principal.* A principal of any public high school must hold a Wisconsin license to teach at the secondary school level and must have had at least 3 years of public school teaching experience at that level.

1. The principal must hold a master's degree with graduate credit in courses in school administration and supervision and in addition at least three of the following areas: secondary school curriculum; problems, issues or trends in education; measurements; adolescent psychology; guidance; school finance; and school law.

2. An assistant principal must meet the same requirements as the principal within 2 years after being officially named to such position by the board of education.

(d) *Superintendents.* (City and area superintendent and/or supervising principal.) Such administrator must hold a Wisconsin license to teach at either the elementary or secondary level and must have had at least 3 years of public school teaching experience.

1. He must hold a master's degree with graduate credit in courses in school administration, supervision and school business administration and in at least 3 of the following areas: curriculum; problems, issues or trends in education; measurements; psychology; guidance; school finance; and school law. He must have successfully completed at least one course in supervision and one in curriculum at the secondary level if he were licensed only as an elementary school teacher or at the elementary school level if he were licensed only as a secondary school teacher. (Two years' time may be given to meet this last provision.) Supervision courses covering both the elementary and secondary fields will be accepted.

2. An assistant superintendent must meet the same requirements as the superintendent within 2 years after being officially named to such position by the board of education.

(11) CONVERSION TO ELEMENTARY TEACHING. Conversion to elementary teaching by qualified high school teachers requires completion of the following courses:

	<i>Semester Hours</i>
Child growth and development	3
Elementary curriculum	3
Teaching of reading techniques	3
Teaching of arithmetic techniques	2
Practice teaching on elementary level	4
Arts and crafts including music	3
Mathematics (2 semester hours arithmetic)	4
Social science (3 semester hours in American History, 3 semester hours in General Geography)	6
Conservation	2

Subjects and fields covered previously in college need not be repeated.

(12) LICENSES AND TERM CERTIFICATES. All licenses and term certificates shall be issued for school years or less and the expiration date shall be of June 30 of the designated year.

History: 1-2-56; am. (7); r. & recr. (8); renum. (9) to be (11) and (10) to be (12); cr. (9) and (10), Register, July, 1958, No. 31, eff. 8-1-58.

PI 3.20 Specialized areas. (1) SCHOOL SOCIAL WORKER. (a) *Junior school social worker*. Eighteen semester hours of professional education or its equivalent. One year satisfactorily completed in an ap-

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