




MEMORANDUM

To: Local Superintendents of Education, Officials of Eligible Non-public schools and All Other Education Stakeholders

From: Krystal Cormack, Bureau Director 
Division of Educator Licensure
Office of Teaching and Leading

Date: July 26, 2019

Subject: Notice of State Board of Education Approval of Limited Extension of Year One Special, Non-Renewable License for Prospective Non-traditional Teacher Preparation Program Completers

On Thursday, July 18, 2019, the Mississippi State Board of Education (SBE), granted approval for a one-time reprieve that would allow candidates who held the Year One *Special, Non-Renewable License for Prospective Non-traditional Teacher Preparation Program Completers* and never held a Year Two or Year Three *Special, Non-Renewable License* **one additional school year to meet all requirements** for obtaining unconditional admittance to a Mississippi State Board of Education approved alternate route teacher preparation program. The *Special, Non-Renewable License for Prospective Non-Traditional Teacher Preparation Program Completers* is a license that can only be requested by a local public school district or officials of eligible nonpublic schools in Mississippi. This license type may be issued for up to three years.

Candidates who held the Year One *Special, Non-Renewable License for Prospective Non-Traditional Teacher Preparation Program Completers* during the 2016-2017, 2017-2018, or 2018-2019 school years and never held a Year Two or Year Three *Special, Non-Renewable License* are granted a period of one additional school year to meet all requirements for obtaining unconditional admittance to a Mississippi State Board of Education approved alternate route teacher preparation program. The limited extension of the Year One *Special, Non-Renewable License for Prospective Non-Traditional Teacher Preparation Program Completers* only applies to local district Year One license requests made for the purpose of filling teacher vacancies during the 2019-2020 school year. For the 2020-2021 school year at the expiration of the one-year reprieve, all requirements for the *Special, Non-Renewable License for Prospective Non-Traditional Teacher Preparation Program Completers* will be reinstated and apply to all licensure requests. There are no proposed changes to current criteria approved for the issuance of the Year One, Year Two, or Year Three licenses.

The Office of Teaching and Leading Division of Educator Licensure will begin accepting requests for the 2019-2020 school year within the Educator Licensure Management System (ELMS) on Monday, July 29, 2019. The application submission process includes the following:

- Provide an updated Letter of District Request and Justification and update any other documents. Transcripts previously used to document subject matter competence in the requested subject area of licensure do not need to be resubmitted.
- Request a *Special, Non-Renewable License for Prospective Non-Traditional Teacher Preparation Program Completers* within ELMS. Select “Year One License” for the educator.
- Prospective teacher must log into his/her ELMS account to apply to the recommendation that has been made by the local school district. The prospective teacher will need to “Accept and Agree” to the terms of the *Special, Non-Renewable License*. Please allow for sufficient application processing time.

Districts may join an optional web-based conference call to obtain more information. This webinar will also be recorded. Please register using the following web link:

Special, Nonrenewable License Informational Webinar ---- Monday, July 29, 2019 9:00AM
<https://attendee.gotowebinar.com/register/6807335273170455297>

In accordance with the Administrative Procedures Act process, you may submit written comments regarding the one-year reprieve to Dr. Cory Murphy, Executive Director, Office of Teaching and Leading, 359 North West Street, Post Office Box 771, Jackson, MS 39205. You may also submit comments in writing by e-mail to licensure@mdek12.org. Comments may be faxed to 601.359.2778 and received in the Office of Teaching and Leading no later than 5:00pm on Thursday, August 22, 2019. All written comments will be compiled and presented to the State Board of Education on Thursday, September 12, 2019.

Please continue to assist us with disseminating and communicating the contents of this Memorandum to all stakeholders. Please do not hesitate to contact a member of the Division of Educator Licensure for assistance via telephone at (601) 359-3483 or via email at teachersupport@mdek12.org. As always, we appreciate and value the opportunity to serve you.

c: Dr. Paula Vanderford
Dr. Cory M. Murphy