

**3512.0300 SCHOOL SUPERINTENDENTS, PRINCIPALS, AND DIRECTORS OF SPECIAL EDUCATION.**

Subpart 1. **License required.** A person who serves as or performs the duties of a superintendent, principal, or director of special education must hold a license appropriate to that position. A person must hold the appropriate administrative license if 50 percent or more of the person's duties involve assisting the superintendent, principal, or director of special education with administration of personnel, employee supervision, employee evaluation, and curriculum implementation or, notwithstanding Minnesota Statutes, section 122A.40, subdivision 8, any of the person's duties include the duties listed in Minnesota Statutes, section 179A.03, subdivision 17.

The board may issue an initial license for each administrative licensure area for which the applicant seeks licensure provided the applicant meets requirements for licensure as a superintendent of schools, as a school principal, or as a director of special education.

Subp. 2. **Institutional requirement.** An institution applying to the board for approval of a preparation program leading to licensure as superintendent, principal, or director of special education must comply with part 3512.2500. An institution with a board-approved program must describe how the institution evaluates the experience and preparation of licensure applicants in the areas listed in subpart 3 or 4. Representatives from college departments involved with the licensure program and licensed practicing superintendents, principals, and directors of special education must participate in the evaluation. This evaluation must result in a plan for the applicant to complete the knowledge, skills, and dispositions listed in part 3512.0510.

The competency and situational observation components of an approved program must require a licensure candidate to demonstrate mastery of knowledge, skills, and dispositions in the competencies under part 3512.0510 as part of the exit evaluation.

Subp. 3. **Continuing licensure.** The board must issue or renew a continuing license according to part 3512.2300 governing continuing licenses.

Subp. 4. **Persons holding life or permanent licenses.**

A. A person holding a Minnesota life or permanent license as a superintendent or principal need not hold an initial license or a continuing license in that administrative licensure area.

B. A person holding a Minnesota life license as a superintendent may serve as a secondary school principal or assistant principal or as an elementary school principal or assistant principal.

Subp. 5. [Repealed, 44 SR 1385]

Subp. 6. [Repealed, 33 SR 658]

**Statutory Authority:** *MS s 122A.14; 125.05; L 1993 c 224 art 12 s 34; L 1996 c 412 art 9 s 14; L 2006 c 263 art 2 s 20*

**History:** *21 SR 804; L 1998 c 397 art 11 s 3; 33 SR 658; 44 SR 1385*

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