

1 Minnesota Board of Teaching

2

3 Adopted Permanent Rules Relating to Teaching Licenses;

4 Continuing Education and Miscellaneous Others

5

6 Rules as Adopted

7 8700.0210 EXAMINATIONS FOR TEACHER LICENSES.

8 Subpart 1. **Examination requirement.** Effective April 4,
9 1988, an applicant described in Minnesota Statutes, section
10 125.03, subdivision 5 for an initial license, shall provide
11 official evidence of having successfully completed examinations
12 of skills in reading, writing, and mathematics before being
13 issued an initial Minnesota teaching license. The examinations
14 must have been adopted by the Board of Teaching.

15 Subp. 2. **Selection and adoption.** The Board of Teaching
16 shall solicit proposals for the development, validation, and
17 implementation of a statewide examination system. The Board of
18 Teaching shall select the proposal of a party whose
19 understanding of the project, statement of work to be performed,
20 management plan, staffing, and related experience demonstrate
21 the ability to develop, validate, and implement a statewide
22 examination system and to conduct subsequent administrations of
23 the adopted examinations. The Board of Teaching shall adopt
24 examinations that have been validated by another state or
25 reputable national testing organization and field tested in
26 Minnesota.

27 Subp. 3. **Requirement.** To meet the requirement of subpart
28 1, an applicant shall achieve a minimum passing score on each of
29 the examinations adopted by the Board of Teaching. The Board of
30 Teaching shall determine minimum passing scores based on
31 validation for use in Minnesota of the examinations adopted by
32 the board.

33 Subp. 4. **Notification.** Minimum passing scores applicants
34 must achieve on the examinations and the identification of the
35 examinations adopted shall be published in the State Register

1 within 60 days of adoption by the Board of Teaching. Before
 2 July 2 of each calendar year, the Board of Teaching shall notify
 3 the colleges and universities approved by the board to prepare
 4 persons for teacher licensure of the minimum passing score
 5 applicants must achieve on the examinations and which
 6 examinations are adopted under subpart 2.

7 Subp. 5. **Licensure recommendation.** In recommending
 8 candidates for licensure, Minnesota colleges and universities
 9 shall attest that license requirements have been met, including
 10 successful completion of the requirement in subpart 3.

11 Subp. 6. **Administration, scoring, and reporting.**
 12 Administration, scoring, and reporting of examinations shall be
 13 conducted by the party whose examinations have been adopted by
 14 the Board of Teaching. Applicants may take the examinations on
 15 any of the dates that are established by the party for national
 16 administration or on dates established by the Board of Teaching
 17 for special administration. Examinations shall be administered
 18 at least four times a year in Minnesota. It is the
 19 responsibility of the applicant to be informed about the dates
 20 and locations of the examinations and to apply for the
 21 appropriate examinations. Registration procedures are governed
 22 by the party whose examinations have been adopted. Examinees
 23 must authorize the forwarding of their scores to the
 24 institutions they attend and to the Board of Teaching. The
 25 scores as forwarded are the official evidence required in this
 26 part.

27 Subp. 7. **Fees.** Candidates for licenses shall pay the
 28 examination fee approved by the Board of Teaching for the
 29 examinations they take. The fee may not exceed \$50.

30 Subp. 8. **Admission to upper division or graduate**
 31 **coursework.** Candidates for an initial license shall provide
 32 ~~provisional~~ official evidence to the institutions they attend of
 33 having taken the examinations adopted in subpart 2 before
 34 enrolling in upper division coursework in the professional
 35 education sequence. Candidates for an initial license who have
 36 a baccalaureate degree shall provide official evidence to the

1 institutions they attend of having taken the examinations
2 adopted in subpart 2 before enrolling in coursework in the
3 professional education sequence. Candidates who fail to achieve
4 the minimum passing score on one or more of the examinations may
5 enroll in upper division or graduate coursework in the
6 professional education sequence; however, candidates must
7 achieve the passing scores established in subpart 3 before
8 recommendation for an initial teaching license. Colleges and
9 universities must provide candidates who fail the examinations
10 access to opportunities to enhance their skills.

11 Subp. 9. **Candidates already enrolled in education**
12 **sequences.** Candidates who have been enrolled in upper division
13 or graduate coursework before April 4, 1988, shall provide
14 official evidence of successful completion of the examinations
15 adopted in subpart 2 before licensure recommendation.

16 Subp. 10. **Retesting procedures.** Examinees who fail to
17 achieve at least the minimum score on one or more of the
18 examinations are permitted to retake the examination or
19 examinations for which the minimum score was not achieved under
20 this part. No minimum waiting time is required.

21 Subp. 11. **Applicants prepared in other states.** Applicants
22 for Minnesota licensure who are prepared in other states who
23 otherwise meet the applicable statutes and rules shall be
24 granted a one-year nonrenewable provisional license, during
25 which time the applicant must provide official evidence of
26 successful completion of the requirements of this part.
27 Applicants prepared in other states who provide evidence of
28 meeting requirements for initial Minnesota licensure shall be
29 granted an entrance license.

30 Subp. 12. **Review and modification.** The Board of Teaching
31 shall periodically review the examination system to determine
32 whether the system meets the requirements of this part.
33 Modifications by the Board of Teaching in the adoption of
34 examinations or the minimum passing scores shall be published in
35 the State Register. The modifications are effective for
36 administration of the examinations 30 days after publication.

1 8700.0502 PROVISIONAL LICENSES; TEACHING IN UNLICENSED SUBJECTS
2 OR FIELDS. [Withdrawn at 11 S.R. 1983.]

3 8700.0900 CONTINUING LICENSE. [Withdrawn at 11 S.R. 1983.]

4 8700.1000 CLOCK HOURS. [Withdrawn at 11 S.R. 1983.]

5 8700.1100 LOCAL COMMITTEES FOR CONTINUING EDUCATION AND
6 RELICENSURE. [Withdrawn at 11 S.R. 1983.]

7 8700.1300 TRANSFER OF CLOCK HOURS. [Withdrawn at 11 S.R. 1983.]

8 8700.1400 GRANTOR OF CLOCK HOURS. [Withdrawn at 11 S.R. 1983.]

9 8700.2200 RIGHT OF APPEAL. [Withdrawn at 11 S.R. 1983.]

10 8700.4710 TEACHERS OF BUSINESS.

11 Subpart 1. License requirements. A candidate recommended
12 for a license to teach business in secondary schools shall:

13 A. hold a baccalaureate degree;

14 B. satisfactorily complete requirements for secondary
15 school teachers enumerated in part 8700.3510; and

16 C. satisfactorily complete a preparation program
17 leading to a license for teachers of business approved by the
18 Board of Teaching, consisting of a minimum of 75 quarter hours
19 or the equivalent.

20 Subp. 2. Program requirements. A program leading to the
21 licensure of teachers of business shall provide candidates
22 recommended for licensure with the knowledge, skills, and
23 understandings listed in this subpart:

24 A. accounting principles including financial
25 statement analysis and computerized applications;

26 B. economic principles including consumer and
27 personal economics principles;

28 C. management principles and applications;

29 D. sales and marketing principles;

30 E. business law concepts;

31 F. business structure and function;

32 G. international business;

- 1 H. advanced business ownership principles including
2 business finance, risk taking, and entrepreneurship;
- 3 I. information systems and analysis;
- 4 J. current business technology;
- 5 K. computerized business applications;
- 6 L. origination and presentation of oral and written
7 business communications;
- 8 M. advanced keyboarding and typewriting;
- 9 N. text editing and word processing production from
10 various input media;
- 11 O. recording data using written notes or electronic
12 media and transcribing the data; and
- 13 P. business behavior including interpersonal
14 relations, leadership, work attitudes, job seeking skills, and
15 business decision making.

16 Subp. 3. **Program approval for institutions.** An
17 institution applying to the Board of Teaching for approval of
18 its preparation program for teachers of business shall comply
19 with part 8700.7700.

20 Subp. 4. **Continuing licenses.** A continuing license shall
21 be issued and renewed according to rules of the Board of
22 Teaching governing continuing education and relicensure.

23 Subp. 5. **Effective date.** This part is effective July 1,
24 1990, for applicants for entrance licensure as teachers of
25 business.

26 8700.5900 SCHOOL LIBRARIANS.

27 Teachers who are assigned duties as school librarians shall
28 hold licensure as an elementary or secondary classroom teacher
29 and shall have completed an approved college minor in library
30 science.

31 8700.7800 TEACHERS PREPARED IN STATES OTHER THAN MINNESOTA.

32 Subpart 1. to 3. [Unchanged.]

33 Subp. 4. **Provisional licenses.** Notwithstanding the rule
34 governing human relations, persons who have been prepared as
35 teachers in states other than Minnesota shall be granted a

1 Minnesota one-year nonrenewable provisional license based upon
2 the provisions of this part. Upon meeting the provisions of
3 this part, an entrance license shall be granted.

4

5 REPEALER. Minnesota Rules, parts 8700.2600 and 8700.5000
6 are repealed.

7 Minnesota Rules, part 8700.4700 is repealed effective July
8 1, 1990.