

# *Entry Years Enhancements*

**Utah's Support and Enhancement Program for Level 1 Teachers**

# EYE



*Utah State Office of Education - [www.schools.utah.gov](http://www.schools.utah.gov)*

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This document describes policies and procedures for Utah's Entry Years Enhancements (EYE) program. Since this program continues to change and develop, it is advisable to refer to the most recent version of the document available online at [www.schools.utah.gov](http://www.schools.utah.gov).

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## WHAT IS ENTRY YEARS ENHANCEMENTS (EYE)?

The *Entry Years Enhancements (EYE)* is a structured support program for Level 1 educators as they fulfill the requirements for a Level 2 professional license. EYE provides novice teachers with school, district, and state support for a three-year period. All new educators are required to participate and all requirements must be completed within the first three years of service.

The goal of the EYE program is to encourage Level 1 educators to develop successful teaching skills and strategies as described in the Utah Professional Teacher Standards (UPTS) with assistance from experienced colleagues. Upon successful completion of three years of service and all EYE requirements, the district/school may recommend the new teacher for a Level 2 Utah Professional Educator License. If all EYE requirements have not been met, the district/school may request a one-time, one-year extension at their discretion, see page 6 for further details.

## WHAT ARE THE UTAH PROFESSIONAL TEACHER STANDARDS?

The standards are based on current research and expert advice pertaining to best teaching practices. Each standard contains specific elements of teaching practices, but all of the standards are interrelated and work together to provide a complete picture of effective teaching practices to promote high quality student learning. The standards are designed to be used by teachers to: set professional goals to improve practice; to prompt reflection about student learning and teaching practices; and guide and assess the progress of a teacher's practice toward professional goals and student achievement.

<p><b>Standard 1</b> Creating and maintaining a positive classroom environment that promotes student learning</p>	<p><b>Standard 4</b> Assessing and evaluating student learning</p>
<p>A. Create a physical environment that supports a culture for learning and engaging students. B. Implement classroom procedures to enhance student learning. C. Manage student behavior. D. Establish a civic classroom based on caring, responsibility, and respect for diversity. E. Use instructional time effectively to enhance student learning</p>	<p>A. Assess learning goals based on Utah Core Curriculum Standards B. Use multiple sources of formal and informal assessment to verify student learning. C. Maintain accurate records of student progress. D. Use student achievement data to inform instruction. E. Communicate feedback on learning progress to students and parents/guardians.</p>
<p><b>Standard 2</b> Planning curriculum and designing instruction to enhance student learning</p>	<p><b>Standard 5</b> Demonstrating professionalism to support student learning</p>
<p>A. Demonstrate knowledge of content. B. Demonstrate knowledge of age-appropriate pedagogy. C. Design and articulate instruction aligned with Utah Core Curriculum standards. D. Select instructional goals based on student achievement data and knowledge of students. E. Connect curricula to student development and cultural background. F. Use appropriate resources to facilitate individual student learning. G. Integrate curricula across multiple content areas</p>	<p>A. Understand and act consistently with education laws. B. Demonstrate moral and ethical conduct as educators and role models for young people. C. Maintain professional demeanor and appearance. D. Establish professional goals, reflect on teaching, and pursue opportunities to grow professionally. E. Contribute to the educational community and demonstrate professional leadership. F. Act as an advocate for students, consistent with professional standards and with respect for parents and families.</p>
<p><b>Standard 3</b> Engaging and supporting all students in learning</p>	
<p>A. Communicate instruction clearly and accurately. B. Use research-based instructional strategies to enhance student learning of content. C. Accommodate individual students' cultural, physical, emotional, social, and intellectual growth. D. Reflect on teaching and learning. E. Differentiate instruction to meet individual student learning needs. F. Incorporate understanding of the diversity of the school community into student learning. G. Integrate the Utah Life Skills document into student learning. H. Engage families as partners in student learning.</p>	

## WHO MUST COMPLETE EYE?

All educators with a level 1 Utah educator License must complete the EYE requirements appropriate to their area of concentration. Educators holding a license with more than one area of concentration must complete all EYE requirements for each area of concentration; for example Elementary Education, School Counselor, Speech-Language Pathologist, etc.

## WHAT ARE THE EYE REQUIREMENTS?

All Level 1 educators must complete the EYE requirements appropriate to their area(s) of concentration and be eligible for upgrade to Level 2 by the time they have three years of verifiable professional experience in an accredited public or private school as designated by the EYE program **AND** their Level 1 license expires. One or two years of licensed out-of-state experience may be used toward the EYE service requirement at the discretion of the employing district/school. All educators who are upgrading their Level 1 license must have a cleared background/fingerprint check prior to final approval from the employing district/school. A district/school may request a one-time, one-year extension at their discretion to support a Level 1 educator in completing EYE requirements, see page 6 for further details.

Educators applying for a Utah Educator License who have three or more years of verifiable prior experience from another state in an accredited public or private school or who were licensed (Level 1) and hired in Utah prior to January 1, 2003 may be recommended for a Level 2 Utah Educator License after one additional year of service, two professional evaluations, cleared background/fingerprint check, and a recommendation from the employing district/school. Educators in the Return to Education program who have two or more years of service and have not completed EYE must include the completion of EYE requirements in their Professional Development plan. The district/school has discretion in determining the employment or re-employment status of educators.

Educators with licensed experience in Utah prior to January 1, 2003 OR three (3) or more years of licensed Out-of-State experience in a public or accredited private school should complete the following:

- Hold a Level 1 Utah educator License.
- Complete one year of service in a Utah public or accredited private school
- Receive two professional evaluations in a Utah public or accredited private school with a satisfactory final evaluation
- Complete any additional district/school requirements.
- Have a cleared background/fingerprint check; begin the process at [www.utah.gov/teachers](http://www.utah.gov/teachers).
- Receive a district/school recommendation for upgrade to Level 2.
- Achieve NCLB HQ status in at least one licensure area, if qualified in any NCLB subject area.

## EYE REQUIREMENTS BY AREA OF CONCENTRATION

### ***General Education, Special Education, and Career & Technical Education (CTE)***

- Hold a Level 1 Utah Educator License.
- Complete a professional portfolio.
- Receive two professional evaluations per year for three years in a Utah public or accredited private school with a satisfactory final evaluation.
- Achieve a score of 160 or better on ONE of the four Praxis II: Principles of Learning and Teaching test at the appropriate level of educational preparation; *0521, 0522, 0523, or 0524*.
- Work with a trained mentor for three years.
- Complete any additional district/school requirements.
- Have a cleared background/fingerprint check; begin the process at [www.utah.gov/teachers](http://www.utah.gov/teachers).
- Receive a district/school recommendation for upgrade to Level 2.
- Achieve NCLB HQ status in at least one licensure area, if qualified in any NCLB subject area.
- CTE may require additional coursework

### **Speech-Language Pathologist, Speech-Language Technician, and Communication Disorders-Audiology**

- Hold a Level 1 Utah Educator License.
- Complete a Professional Portfolio (for SLT and SLP areas of concentration for those licensed and hired after July 1, 2009)
- Receive two professional evaluations per year for three years in a Utah public or accredited private school with a satisfactory final evaluation.
- Work with a trained mentor for three years.
- Complete any additional district/school requirements.
- Have a cleared background/fingerprint check; begin the process at [www.utah.gov/teachers](http://www.utah.gov/teachers).
- Receive a district/school recommendation for upgrade to Level 2.

### **Pre-school SpEd B-5, School Counselor, School Psychologist, and School Social Worker**

- Hold a Level 1 Utah Educator License.
- Receive two professional evaluations per year for three years in a Utah public or accredited private school with a satisfactory final evaluation.
- Work with a trained mentor for three years.
- Complete any additional district/school requirements.
- Have a cleared background/fingerprint check; begin the process at [www.utah.gov/teachers](http://www.utah.gov/teachers).
- Receive a district/school recommendation for upgrade to Level 2.

### **Suggested Schedule for Completion of EYE Requirements**

YEAR 1	YEAR 2	YEAR 3
Mentor	Mentor	Mentor
2 Evaluations	2 Evaluations	2 Evaluations
Work on Portfolio	Work on Portfolio	Complete Portfolio
Pass Praxis II Principles of Learning and Teaching test		
Achieve Highly Qualified status under NCLB		
	Complete CTE additional coursework	Complete any additional district/school requirements Cleared Background/Fingerprint Check Employer recommendation for upgrade to Level 2

### **WHAT IS A PROFESSIONAL PORTFOLIO?**

The EYE portfolio is a record of the beginning teacher's growth, represented through artifacts and reflections. The portfolio is prepared according to the guidelines of the employing district/school and is submitted during the Level 1 teacher's second or third year of teaching. The portfolio is evaluated by the employer.

The portfolio provides a professional record to guide future professional development and may serve as supportive evidence in future employment interviews. It provides introspection opportunities for the beginning teacher as well as a conversation tool between the mentor and the new teacher. Each district/school will design and evaluate its own EYE Portfolio requirements, using the following guidelines. The portfolio should:

- be based upon the *Utah Professional Teacher Standards* or district/school standards
- include teaching artifacts
- include notations and reflections explaining the artifacts
- be a vehicle for collaboration with the mentor
- provide evidence of content knowledge and pedagogy

## WHAT ARE PROFESSIONAL EVALUATIONS?

Utah districts/schools are required to observe Level 1 teachers and evaluate their teaching skills at least twice during each of the three EYE years. Evaluations and evaluation plans are developed by each district/school. It is recommended that evaluations of EYE teachers be linked to the requirements of the *Utah Professional Teacher Standards*.

## WHAT TESTS ARE NEEDED TO COMPLETE EYE REQUIREMENTS?

### Praxis II Principles of Learning and Teaching Tests

The *Praxis II Principles of Learning and Teaching* (PLT) test is required of all teachers to complete EYE requirements and qualify for a Level 2 license. The test is designed to assess a beginning teacher's pedagogical knowledge. It assesses a teacher's understanding of such areas as human growth and development, classroom management, instructional design and delivery techniques, and evaluation and assessment. The test uses a case study approach and features constructed-response and multiple-choice items.

Beginning teachers must pass the PLT test with a score of 160 or greater in order to apply for a Level 2 License. Educators who do not achieve a passing score may retake the test within the three-year duration of the Level 1 license.

Registration information and current test fee information can be found at the Educational Testing Service (ETS) website, [www.ets.org/praxis](http://www.ets.org/praxis). ETS will forward scores to the Utah State Office of Education upon the teacher's request. Please allow 6-8 weeks to receive test results.

Teachers select the Praxis II Principles of Learning and Teaching test in their area of education preparation and assignment:

<b>Early Childhood</b>	<i>Praxis II (0521) Principles of Learning and Teaching</i>
<b>Grades K-6</b>	<i>Praxis II (0522) Principles of Learning and Teaching</i>
<b>Grades 5-9</b>	<i>Praxis II (0523) Principles of Learning and Teaching</i>
<b>Grades 7-12</b>	<i>Praxis II (0524) Principles of learning and Teaching</i>

### Praxis II Content Tests

To complete EYE requirements and qualify for Level 2 licensure, a teacher must be NCLB Highly Qualified in at least one of the NCLB license areas in which they are endorsed. Teachers licensed in non-NCLB areas are not held to this requirement.

#### Early Childhood and Elementary Teachers

To become NCLB Highly Qualified, Elementary (K-6 or 1-8) educators must submit a passing score for the *Praxis II (0014) Elementary Education Content Knowledge*. A computer-based *Praxis II (5014) Elementary Education Content Knowledge* test is also available.

Early Childhood (K-3) educators may submit a passing score for the *Praxis II (0022) Early Childhood Education Content Knowledge*. Teachers may register for these tests, view test descriptions, and obtain study guides at [www.ets.org/praxis](http://www.ets.org/praxis).

#### Secondary Teachers Endorsed in NCLB Areas

Secondary Teachers endorsed in NCLB areas must become HQ before applying for a Level 2 license. Highly-Qualified status applies to teachers of core subjects in the following area: Fine Arts, Foreign Language, English/Language Arts, Mathematics, Science, Civics and Government, History, and Geography. Additional information regarding HQ status is available at <http://www.schools.utah.gov/cert/nclb>.

## Special Education

Special education teachers must be HQ in one area of licensure in order to apply for a Level 2 license. Special Education teachers should consult with their district/school special education department when determining the best test for the educational goals.

<b>Mild/Moderate Disabilities</b>	<i>0354-SpEd Content, 0543-SpEd Content, 0069-Middle School Mathematics, 0049-Middle School Language Arts, or 0014-Elementary Content</i>
<b>Blind and Visually Impaired</b>	<i>0354-SpEd Content, 0069-Middle School Mathematics, 0049-Middle School Language Arts, or 0014-Elementary Content</i>
<b>Severe Disabilities</b>	<i>0545-Severe SpEd Content 0354-SpEd Content, 0069-Middle School Mathematics, 0049-Middle School Language Arts, or 0014-Elementary Content</i>
<b>Deaf and Hard of Hearing</b>	<i>0354-SpEd Content, 0069-Middle School Mathematics, 0049-Middle School Language Arts, or 0014-Elementary Content</i>
<b>SpEd - Secondary subject area endorsements</b>	See Praxis test list pertaining to NCLB core subject area endorsements, other than Mathematics and English/Languages Arts: <a href="http://www.schools.utah.gov/cert/nclb">http://www.schools.utah.gov/cert/nclb</a>

## WHAT IS THE ROLE OF THE MENTOR?

The trained mentor assigned by the district/school acts as a resource for the beginning teacher. Utah State Board rule requires that EYE mentors be trained to successfully carry out their assignment. Mentors should develop appropriate attitudes, knowledge, and skills as described in the *Utah EYE Mentor Standards* to effectively assist new teachers.

## HOW MAY AN EDUCATOR UPGRADE TO A LEVEL 2 LICENSE?

The Level 1 Utah Educator License is issued to an individual who is recommended by a Board-approved educator preparation program, an individual approved by an alternative preparation program, or an educator who was originally licensed in another state.

During the three-year duration of the Level 1 license, the new teacher is supervised by the employing district/school and completes the EYE requirements. A Level 2 license may be issued after three years of service, the completion of all EYE requirements, cleared background/fingerprint check, and a recommendation by the employing district/school. The Level 2 license is issued for five years and may be renewed for successive five-year periods.

### One-Year Extension

If a Level 1 teacher fails to complete all of the EYE requirements within the three-year period because of unusual or extenuating emergency circumstances, the employer may request a one-time, one-year extension of the Level 1 license in order to provide additional time for the educator to complete the requirements. The extension form is at <http://www.schools.utah.gov/cert/forms.htm>.

### Recommendation for Upgrade

Upon the Level 1 teacher's successful completion of state EYE requirements and any additional district/school requirements, the employer may recommend the educator to the State Board of Education for a Level 2 Utah Professional Educator License. The employing district/school will make the upgrade recommendation in the educator's file in the *Comprehensive Administration Credentials for Teachers in Utah Schools* (CACTUS) system. This electronic recommendation must be followed by payment of an upgrade fee (\$65) by the recommended educator. Educators may access [www.utah.gov/teachers](http://www.utah.gov/teachers), choose Upgrade to Level 2, follow the on-line instructions, and pay the fee to obtain a copy of the Utah Educator License showing Level 2 status.

**Expired Level 1 Licenses**

If an educator's license is due to expire on June 30<sup>th</sup> of the current year, it is the educator's responsibility to work with their district/school to obtain a Level 2 upgrade or a one-year extension. If the license expires, the educator's employment may be in jeopardy. An educator whose license will expire or has expired should consult immediately with their district/school and develop a plan to reinstate the license as soon as possible. The following steps are required to reinstate an expired license:

- 1) Complete all Early Year Enhancement (EYE) requirements. Obtain Level 1 to Level 2 upgrade recommendation from employing district/school. Upgrade form may be located at <http://www.schools.utah.gov/cert/other/eye/forms/EYEIndividualForm.pdf>.
- 2) Complete Level 1 Utah Educator License renewal form and verify 100 re-licensure points. Renewal form is at <http://www.schools.utah.gov/cert/require/renewal/renewal.htm>.
- 3) Complete USOE fingerprint/background check. Initiate fingerprint/background check at [www.utah.gov/teachers](http://www.utah.gov/teachers). The fingerprint/background check includes a \$69 fee.
- 4) Submit all documentation to the USOE address on the forms, Attn: Upgrades, with a \$65 Utah Educator License renewal/upgrade fee.

**WHAT ARE THE ETHICS REQUIRED FOR UTAH EDUCATORS?**

The Utah State Board of Education requires educators to comply with federal, state, and local laws, maintain a safe learning environment, and exhibit appropriate professional educator conduct. Violations of professional standards may result in license discipline. All educators are responsible for their own professional conduct and should be familiar with Utah State Board requirements detailed in *State Board Rule R277-515*.