

---



---

**Rules of**  
**Department of Elementary and**  
**Secondary Education**  
**Division 80—Urban and Teacher Education**  
**Chapter 800—Teacher Certification and**  
**Professional Conduct and Investigations**

<b>Title</b>	<b>Page</b>
<b>5 CSR 80-800.010</b> Certification Standards for Teachers in Missouri Public Schools .....	3
<b>5 CSR 80-800.015</b> Procedures and Standards for Approval of Professional Education Programs in Missouri (Moved to 5 CSR 80-805.015) .....	7
<b>5 CSR 80-800.020</b> Administrative Appeal Procedure for Applicants Denied Certification.....	7
<b>5 CSR 80-800.030</b> Invalidation of Teaching Certificates (Rescinded November 25, 1988) .....	8
<b>5 CSR 80-800.040</b> Revocation, Suspension, Invalidation and Deletion of Certificates of License to Teach (Rescinded September 30, 1999).....	8
<b>5 CSR 80-800.050</b> Basic Education Competencies Required Prior to Admission to Approved Teacher Education Programs in Missouri (Moved to 5 CSR 80-805.020).....	8
<b>5 CSR 80-800.060</b> Administrative Procedures for Recertifying Teachers Whose Certificates Have Been Revoked by the State Board of Education .....	8
<b>5 CSR 80-800.070</b> Administrative Procedures for Applicants Whose Certificates Have Been Revoked by a Certifying Authority Other Than the State Board of Education .....	8
<b>5 CSR 80-800.080</b> Procedures for Compliance of Requests From Teachers to Delete Certificates (Rescinded November 25, 1988).....	8
<b>5 CSR 80-800.210</b> Application for Certificate of License to Teach and/or Endorsement for Individuals Possessing a Certificate of License to Teach from Another State.....	9
<b>5 CSR 80-800.290</b> Application for Substitute Certificate of License to Teach.....	10
<b>5 CSR 80-800.300</b> Discipline and Denial of Certificates of License to Teach .....	10
<b>5 CSR 80-800.310</b> Deletion of Certificates of License to Teach .....	11



**5 CSR 80-800.400** Procedure for Potential Candidates for Missouri Certificate of License to Teach with a Criminal History to Petition the State Board of Education for Background Clearance .....12

**Title 5—DEPARTMENT OF  
ELEMENTARY AND  
SECONDARY EDUCATION  
Division 80—Urban and Teacher  
Education**

**Chapter 800—Teacher Certification and  
Professional Conduct and Investigations**

**5 CSR 80-800.010 Certification Standards  
for Teachers in Missouri Public Schools**

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state and to establish requirements and qualifications for those certificates. This rule establishes requirements and qualifications for specialized areas of certification.*

*PUBLISHER'S NOTE: The publication of the full text of the material that the adopting agency has incorporated by reference in this rule would be unduly cumbersome or expensive. Therefore, the full text of that material will be made available to any interested person at both the Office of the Secretary of State and the office of the adopting agency, pursuant to section 536.031.4, RSMo. Such material will be provided at the cost established by state law.*

(1) Standards for certification require each applicant to provide satisfactory evidence of good moral character and to meet academic or experience requirements, or both, for the certificate requested. Certificates of license to teach are issued by the State Board of Education in both general and specialized areas as follows:

- (A) Early childhood;
- (B) Elementary;
- (C) Middle school;

(D) Secondary education, including agricultural education; agriculture; art; biology; business education; chemistry; driver education; earth science; English; family and consumer sciences; foreign language; general science; health; industrial technology; journalism; mathematics; music; physical education; physics; social studies; speech and theatre; and vocational family and consumer sciences;

(E) Special education, including behaviorally disordered; blind and partially sighted; deaf and hearing impaired; early childhood special education; learning disabled; mentally handicapped; orthopedically and/or health impaired students; severely developmentally disabled; and speech and language specialist;

(F) K-12 endorsement, including English for speakers of other language; gifted educa-

tion; instructional media technologist; learning resource director; school librarian; and special reading;

(G) Adult basic education;

(H) School administration, including elementary principal; middle school principal; secondary principal; special education administrator; superintendent; vocational adult education supervisor; and vocational director;

(I) Guidance services, including elementary counselor; secondary counselor; advanced counselor; post-secondary vocational counselor; school psychological examiner; and school psychologist;

(J) Vocational education;

(K) Substitute teaching, including both forty-five (45) and ninety (90)-day certificates for teachers teaching on a substitute basis;

(L) Student teaching, a certificate to be issued to student teachers assigned to elementary or secondary schools, or both, for part of their professional training. This certificate is available, but is not specifically required;

(M) In addition to previously adopted licenses, the State Board of Education shall issue an endorsement in the area of gifted education effective September 1, 1995;

(N) In addition to previously adopted licenses, the State Board of Education shall issue licenses to teach in the following areas effective September 1, 1996: mild/moderate disabilities with endorsements in: behavioral disordered K-12, cross-categorical K-12, learning disabled K-12, mentally handicapped K-12, and physical and/or other health impairments K-12;

(O) In addition to previously adopted licenses, effective September 1, 1997, certificates of license to teach will be issued by the State Board of Education in both general and specialized areas as follows:

1. Early Childhood Education prekindergarten through grade 3;
2. Elementary Education 1-6;
3. Middle School Education 5-9; Areas of Concentration: Language Arts, Mathematics, Science, Social Science—

A. Endorsement Areas: Agricultural Education, Business Education, Drama, Family and Consumer Sciences, Industrial Technology, Speech;

4. Blind and Partially Sighted K-12;
5. Deaf and Hearing Impaired K-12;
6. Early Childhood Special Education preschool through kindergarten;

7. Mild/Moderate Disabilities: K-12 Behavioral Disordered, Cross-Categorical, Learning Disabled, Mentally Handicapped, Physical and/or Other Health Impairments;

8. Severely Developmentally Disabled K-12;

9. Special Reading K-12;

10. Speech and Language Specialist K-12;

11. Agricultural Education 9-12;

12. Art K-9, 9-12, and K-12;

13. Business Education except Shorthand 9-12;

14. Business Education with Shorthand 9-12;

15. Driver Education 9-12;

16. English 9-12;

17. English for Speakers of Other Languages K-12;

18. Family and Consumer Sciences 9-12;

19. Foreign Language K-9 and K-12;

20. Gifted Education K-12;

21. Health K-9, 9-12, and K-12;

22. Industrial Technology 9-12;

23. Journalism 9-12;

24. Library Media Specialist K-12;

25. Mathematics 9-12;

26. Music Education: Instrumental, Vocal K-12;

27. Physical Education K-9, 9-12, and K-12;

28. Speech and Theatre 9-12;

29. Social Science 9-12;

30. Unified Science: Biology, Chemistry, Earth Science, Physics 9-12;

31. Vocational Family and Consumer Sciences 9-12;

32. Counselor K-8, 9-12, and K-12;

33. Advanced Counselor K-12;

34. Post-Secondary Vocational Counselor;

35. School Psychological Examiner K-12;

36. School Psychologist K-12;

37. Principal K-8, 5-9, and 9-12;

38. Special Education Administrator K-12;

39. Superintendent K-12;

40. Vocational Director;

41. Adult Vocational Education Supervisor; and

42. Vocational Education;

(P) In addition to previously adopted licenses, the State Board of Education shall issue licenses to teach in the following areas, effective September 1, 1999: early childhood education birth through grade 3, early childhood special education birth through grade 3, and an endorsement in family resource specialist birth through grade 3; and

(Q) In addition to previously adopted licenses, certificates of license to teach will be issued by the State Board of Education in Family and Consumer Sciences, birth

through grade 12, effective September 1, 2004.

(2) Candidates for initial certification who have completed a state approved teacher education program from a Missouri college/university will successfully complete an exit assessment prior to certification. The assessment shall include results from classroom achievements, student teaching evaluations and observations, interviews and tests. The State Board of Education has selected the Specialty Area Tests and Professional Knowledge Test of National Teacher Examination (NTE) Programs to measure the prospective teacher's competency in subject matter, professional knowledge, or both. Qualifying scores are established by the State Board of Education in agriculture, art education, biology, business education, chemistry, early childhood education, earth/space science, education in the elementary school, English language and literature, French, German, health education, home economics education, marketing and distributive education, mathematics, music education, physical education, physics, social studies, Spanish, special education, speech communication, speech-language pathology, technology education and in professional knowledge. Applicants will achieve a qualifying score in the professional knowledge test if an appropriate specialty area test is not available in their major area of certification.

(A) Applicants with double majors who are seeking certification in two (2) areas must take both specialty area tests, or a professional knowledge test if the specialty area test(s) is not available, or both.

(B) Candidates seeking initial certification in their major area of study and an endorsement in a second area will be required to take only the specialty area test in their major area or the professional knowledge test if the specialty area test is not available.

(C) Candidates for certification in early childhood special education will be required to take the specialty area test in early childhood education.

(D) Qualifying scores will be reported on the application for certification by the Missouri college/university recommending the candidate for initial certification.

(E) Beginning September 1, 1998, the Specialty Area Tests and Professional Knowledge Test of the National Teacher Examination (NTE) will be replaced by the Praxis II Subject Knowledge Assessment/Specialty Area Tests and the Principles of Learning and Teaching Tests for the respective areas of certification, with compa-

table qualifying scores established by the State Board of Education.

(F) Beginning September 1, 1998, applicants for initial certification shall submit scores from the appropriate Praxis II Subject Knowledge Assessment/Specialty Area Test in their major area of study and achieve a qualifying score prior to the issuance of a certificate. If no Specialty Area Test is designated for an area of certification, the applicant will take only the Principles of Learning and Teaching Test for the appropriate level of certification and achieve a qualifying score.

(G) Beginning September 1, 1999, applicants for middle school certification shall submit scores from the appropriate Praxis II Subject Knowledge Assessment Test for middle school in each chosen area of concentration and achieve qualifying scores prior to the issuance of a certificate.

(H) Beginning September 1, 2004, all applicants for certification shall submit scores from the appropriate Praxis II Subject Knowledge Assessment/Specialty Area Test for each content area of certification and achieve a Missouri qualifying score. This requirement does not apply to teachers of vocational industrial education, vocational health occupations, substitute teachers, or adult basic education teachers.

(I) Certification requirements will be reviewed on a five (5)-calendar year cycle. The Missouri Advisory Council of Certification for Educators (MACCE) will submit recommendations to the State Board of Education and commissioner of education for their consideration, beginning September 1, 2004, regarding the status of certification requirements.

(3) Persons receiving their first certificates to teach in public elementary and secondary schools in Missouri must have an overall grade point average of 2.5 or higher (on a 4.0 scale).

(A) Candidates for initial certification, and for each additional area of endorsement, must have a grade point average of 2.5 or higher on a 4.0 scale in the certificate subject area. Professional education courses must be completed with a grade point average of 2.5 or higher and no grade lower than a "C." Professional education courses are defined as courses listed in the certificate requirements as Foundations for Teaching, Teaching Methods and Techniques, and Clinical Experiences. This requirement does not apply to teachers of vocational industrial education, vocational health occupations, substitute teachers, or adult basic education teachers.

(4) Applicants for a Missouri teacher's certificate who possess a valid teaching certificate from another state will be granted an initial Missouri teacher's certificate in their major area of study only based upon the following guidelines:

(A) Possess a minimum of a baccalaureate degree from a state-approved college or university;

(B) Complete a state-approved teacher education program;

(C) Obtain the recommendation of the designated official for teacher education in the college or university;

(D) Possess an overall grade point average of 2.5 or higher on a 4.0 scale;

(E) Possess a grade point average of 2.5 or higher on a 4.0 scale in the major subject area;

(F) Professional education courses must be completed with an overall grade point average of 2.5 or higher on a 4.0 scale with no grade lower than a "C";

(G) Complete the Praxis II Subject Assessment/Specialty Area Test in the major area of study and achieve a Missouri qualifying score. If no Specialty Area Test is designated for the major area of study, the Principles of Learning and Teaching Test is required with a Missouri qualifying score. Applicants with more than one (1) major area of study will be required to be tested and successfully achieve a Missouri qualifying score in each major area of study; and

(H) General education and professional requirements must be completed as determined by the recommending college or university.

(5) A fee, sufficient to recover costs of processing and issuing certificates, will be charged to applicants who completed an approved teacher education program in a state other than Missouri. Additional fees may be assessed to recover costs associated with the issuance of certificates, other than initial certificates. Payment must be made by money order payable to Treasurer, State of Missouri.

(6) Upon approval of an appropriate application, a professional teaching certificate will be granted to a teacher who meets the following qualifications and requirements:

(A) A three (3)-year Professional Certificate I (PC I) classification shall be issued to graduates of teacher education programs approved by the Department of Elementary and Secondary Education (DESE) at a college or university in Missouri or to graduates of teacher education programs

approved by the state education agency in states other than Missouri and who meet the minimum certification requirements established by the Missouri State Board of Education.

1. Teachers who meet the requirements for a PC I and have less than three (3) years of DESE-approved teaching experience in another state, or a nonpublic school in Missouri, or both, will be issued a PC I. Approved teaching experience, as described in this paragraph and in succeeding paragraphs, must be in schools approved by the state education agency in states other than Missouri or in nonpublic schools accredited by the National Federation of Nonpublic School State Accrediting Associations, or one (1) of the six (6) regional accrediting associations for schools and colleges, or by the University of Missouri-Columbia or in public schools in Missouri.

2. During the valid dates of the PC I, the teacher will complete the following requirements before advancing to the next level of classification:

A. Verify three (3) years of DESE-approved teaching experience;

B. Develop and implement a detailed professional development plan, approved by the local board of education, to include clearly stated goals for improvement and enrichment; and participate in an entry-year mentor program, the guidelines for which shall be established by the local board of education;

C. Participate in a beginning teacher assistance program from a Missouri college or university if the teacher education program was completed in a Missouri institution. The assistance may include retraining, internships, counseling and in-service training;

D. Continue professional growth to include thirty (30) clock hours of in-service training as defined in criteria established by the State Board of Education; and

E. Participate in the district's Performance-Based Teacher Evaluations (PBTEs).

3. The district shall submit, on an upgrade application form provided by the DESE, verification that the teacher has completed the requirements for the upgrading to the PC II.

4. If more than three (3) years have elapsed since completion of the approved teacher education program and during which time the applicant has not been employed as a school teacher, the PC I shall be reinstated based upon evidence of completion of at least six (6) semester hours of college credit earned within the most recent twelve (12)-month period. This credit shall be in professional education, subject matter courses rele-

vant to the teacher's certification area(s), or a planned advanced degree in education or an area of certification. If the teacher has not completed the six (6) semester hours of credit but is employed as a teacher, s/he may be issued a provisional certificate with the six (6) semester hours listed as a deficiency. (Exception: Those who have earned a master's degree in education or in an area of certification shall be exempt from the six (6)-semester hour requirement.)

(B) A seven (7)-year Professional Certificate II (PC II) classification will be issued to teachers who hold a valid PC I and who provide documentation of completing all requirements for advancement to this level of classification; or to teachers who have three (3) years of DESE-approved teaching experience and who meet the minimum requirements for certification.

1. During the valid dates of the PC II, the teacher will complete the following requirements:

A. Complete an additional seven (7) years of DESE-approved teaching experience;

B. Implement or continue a detailed professional development plan approved by the local board of education, to include clearly stated goals for continued improvement and enrichment;

C. Earn twelve (12) semester hours, other than internship credit, appropriate to teaching area(s) or toward a planned master's degree. The master's degree shall be in education or in an area of certification. (Exception: Those who have earned a master's degree in education or in an area of certification shall be exempt from the twelve (12)-semester hour requirement.)

D. Continue professional growth to include thirty (30) clock hours of in-service training as defined in criteria as established by the State Board of Education; and

E. Participate in the district's Performance-Based Teacher Evaluations (PBTEs).

2. The PC II may be renewed an unlimited number of times if all requirements for the PC II have been repeated within the previous seven (7) years and a master's degree in education or an area of certification has not been conferred. If a teacher has completed a master's degree in education or an area of certification, has met all the PC II level requirements, and has a minimum of ten (10) years of DESE-approved teaching experience, s/he will be eligible to advance to the Continuous Professional Certificate (CPC) classification.

3. The district shall submit, on an upgrade application form provided by the

DESE, verification that the teacher has completed the requirements for PC II renewal or advancement to the Continuous Professional Certificate (CPC).

4. The PC II may be extended one (1) time only for a period of two (2) years if requirements for renewal of the PC II or advancement to the Continuous Professional Certificate (CPC) have not been completed. The extension will only be granted upon a written request by the teacher;

(C) A ten (10)-year Continuous Professional Certificate (CPC) classification will be issued to teachers who hold a valid PC II and provide documentation of completing all requirements for advancement to this level of classification; or to teachers who have earned a master's degree in education or an area of certification, have a minimum of ten (10) years of DESE-approved teaching experience and meet the minimum requirements for certification.

1. The Continuous Professional Certificate (CPC) may be renewed an unlimited number of times.

2. The teacher shall request renewal of this certificate on the Continuous Professional Certificate (CPC) renewal application form provided by the DESE;

(D) Any level of Missouri professional classification shall be extended for a teacher whose service is interrupted due to a reduction in force (RIF). The extension shall be equal to the number of years remaining on the classification at the time of the RIF action; and

(E) An appeal procedure as established in 5 CSR 80-800.020 will be available for any teacher denied certification under this rule by the Missouri State Board of Education. Disagreements regarding verification of a teacher meeting requirements for levels of certification shall be dealt with through an appeal process developed by the local boards of education.

(7) A certificate may be issued to an individual who has earned a Doctor of Philosophy degree (PhD) from an institution of higher education accredited by a regional accreditation agency such as North Central Association of Colleges and Schools. The following conditions shall be applied:

(A) The certificate shall be limited to the major area of postgraduate study of the holder of the PhD;

(B) A PC I may be issued to eligible applicants who are employed by a Missouri public school district and who submit an application signed by the teacher and the employing school administrator;



(C) Holders of this certificate may progress to a PC II after meeting the requirements for the PC I level. They are ineligible for a CPC;

(D) Holders of this certificate are not eligible for additional areas of certification or endorsements; and

(E) Early childhood, elementary education, special education, counseling, or administration will not be included in the PhD certificates.

(8) Candidates meeting certain criteria may be accepted into an Alternative Teacher Certification Program at the secondary level offered by Missouri colleges/universities with state-approved teacher education programs. Elementary education and special education will not be included in the Alternative Teacher Certification Program. These criteria include:

(A) Candidates must be able to present evidence of employment by a school district in Missouri contingent upon certification prior to acceptance into the Missouri Alternative Teacher Certification Program;

(B) Candidates must have earned a bachelor's degree from a regionally accredited institution in the area of the proposed certificate with a cumulative grade point average no lower than the Missouri requirement for teacher certification (2.5) and a grade point average no lower than 2.5 in the major (teaching) area;

(C) Candidates must be able to verify the completion of a general education background satisfactory to the teacher education institution;

(D) Candidates must document a minimum of five (5) years of successful employment during which the content of the bachelor's degree major is significantly applied. Documentation shall be defined and required by the college or university offering the Alternative Teacher Certification Program;

(E) Candidates must participate in a structured interview selected by the teacher education institution. This interview should assess the candidate's beliefs regarding the nature of teaching, the nature of students and the goals and mission of education as a profession. The interview may be utilized for screening purposes (for example, the Missouri preprofessional teacher interview) or for diagnostic and counseling purposes (for example, the selection research, incorporated preservice teacher perceiver);

(F) The candidate will enter into a contract with a higher education institution which has an Alternative Teacher Certification Program approved by the State Board of Education. This contract (an alternative teaching contract) will permit the candidate to enroll in

coursework which will require demonstrated understanding of the following:

1. Adolescent development;
2. The psychology of learning; and
3. Teaching methodology in the content area.

This coursework must be completed prior to provisional certification and employment;

(G) Upon successful completion of the coursework outlined under subsection (8)(F), the candidate will enter into a four (4)-party contract with the recommending higher education institution, the employing Missouri school district, and the DESE. Candidates will receive a two (2)-year provisional certificate. The candidate will—

1. Be assigned a mentor by the school district;
2. Receive follow-up assistance from the higher education institution;
3. Participate in the employing district's professional development program;
4. Participate successfully in the district's PBTE; and
5. Continue professional growth to include thirty (30) clock hours of in-service training as defined in criteria established by the State Board of Education;

(H) Candidates will enroll in eight to nine (8–9) semester hours of professional education coursework no later than the summer following the awarding of the provisional certificate; and

(I) Prior to entrance to the second year of the provisional certificate, the candidate must take the appropriate exit test required of all preservice teacher candidates seeking certification in Missouri. This test plus the provision outlined in subsection (8)(G) must be completed successfully prior to moving to a PC I. Should this not occur within the designated two (2) years, the contract and certificate will be void.

(9) Special assignment teaching certificates will be granted to candidates who are employed by a Missouri public school district in which there is a critical need as identified by the district and approved by the DESE.

(A) The candidate must have at least a baccalaureate degree from an accredited college/university.

(B) Candidates must document a minimum of five (5) years of work experience in which the content of the bachelor's degree major is significantly applied. Exceptions may be made on district recommendation and approval by the DESE.

(C) Special assignment teaching certificates will require a joint application completed by the teacher and the employing Missouri public school district and will be limited to

secondary subject areas. Certification in certain subjects such as art, music or foreign language may include grades kindergarten through twelve (K–12). Early childhood, elementary education, special education, and administration will not be included in the special assignment certificates.

(D) The certificate will identify the type of special assignment and will be limited to that subject and the employing Missouri public school district.

(E) The use of the certificate will be limited to one thousand forty-four (1,044) clock hours and may be renewed on a yearly basis. Renewal will be based upon demonstrated critical need and DESE approval.

(10) Candidates for administrative and counseling certificates must receive a recommendation from a state-approved program.

(11) Applications reflecting a conviction of a felony or other crime of moral turpitude, shall be accompanied by—

(A) A certified copy of the court proceedings relating to the conviction;

(B) Information relating to the conviction including, but not limited to:

1. Evidence of subsequent rehabilitation, which may include certified reports of the Office of Probation and Parole, certified statements from institutions providing rehabilitative services or reports from treating physicians or therapists;

2. Efforts toward rehabilitation were voluntary and to what extent;

3. How long ago the applicant was convicted; and

4. The age of the applicant at the time of conviction;

(C) Recommendation by the teacher preparation institution that the applicant be granted certification; and

(D) Any other information that the applicant may wish to submit that would mitigate the circumstances of the criminal conviction.

(12) Applications reflecting a conviction of a felony or other crime of moral turpitude and containing the information required under section (11) shall be reviewed by the State Board of Education to determine whether, given the criminal conviction, the applicant has provided sufficient documentation of good moral character.

(A) The conviction of a felony or crime involving moral turpitude raises a presumption that the applicant would be unfit for certification without the presence of direct evidence of mitigating factors or rehabilitation.

Any mitigating factors or evidence of rehabilitation will be weighed against the circumstances of the criminal conviction, although their presence does not assure the applicant of certification.

(B) Factors to be considered in making this finding shall include, but not be limited to:

1. Whether the conviction is of a crime that has been defined as a dangerous felony pursuant to section 556.061, RSMo or otherwise constitutes a serious offense against the person;

2. Whether the conviction is of a crime stemming from the breach of a duty to care for a minor that has resulted in physical or emotional injury to that minor;

3. Whether there are circumstances relating to the conviction that call into question the fitness of the applicant to instruct, supervise or otherwise have physical custody of school-aged children; and

4. Whether conviction of the crime would render the individual ineligible for certification in the state in which the applicant received his/her preparation to teach.

(C) If, given the applicant's conviction of a felony or crime of moral turpitude, it is the finding of the State Board of Education that the applicant fails to provide sufficient evidence of good moral character in the application, then certification shall be denied.

(13) Subject Specific Knowledge Base Competencies for Beginning Teachers in Missouri will become effective on September 1, 2004, and will be incorporated within the Praxis II content tests as the evaluative instrument in the following areas:

- (A) Agriculture (Vocational) 5–12;
- (B) Art K–12;
- (C) Business 5–12;
- (D) Business, Vocational 9–12;
- (E) Driver Education 9–12;
- (F) English/Language Arts 1–12;
- (G) English for Speakers of Other Languages K–12;
- (H) Family and Consumer Sciences Education 5–12;
- (I) Vocational Family and Consumer Sciences Education 9–12;
- (J) Foreign Language Education K–12;
- (K) Gifted Education K–12;
- (L) Health Education K–12;
- (M) Industrial Technology 5–12;
- (N) Journalism Education 9–12;
- (O) Library Media Specialist K–12;
- (P) Marketing Education 9–12;
- (Q) Mathematics Education 1–12;
- (R) Music Education:
  1. Vocal and Instrumental K–12;
- (S) Physical Education K–12;
- (T) Social Science Education 1–12;
- (U) Special Education K–12;

(V) Blind/Partially Sighted Education K–12;

(W) Deaf/Hard of Hearing Education K–12;

(X) Severely Developmentally Disabled Education K–12;

(Y) Speech/Language Specialist K–12;

(Z) Mild/Moderate Disability Education:
 

1. Learning Disabilities Endorsement K–12;

2. Mentally Handicapped Endorsement K–12;

3. Physical and Other Health Impairments Endorsement K–12;

4. Behavior Disorders Endorsement K–12; and

5. Cross-Categorical Endorsement K–12;

(AA) Special Reading Education K–12;

(BB) Speech and Theatre/Drama Education 5–12; and

(CC) Unified Science to include endorsements in Biology, Chemistry, Physics, and Earth Science 1–12.

*AUTHORITY: sections 161.092, 168.011, 168.021 and 168.400, RSMo 1994.\* Original rule filed June 27, 1972, effective July 7, 1972. Amended: Filed May 21, 1976, effective Oct. 1, 1976. Amended: Filed June 27, 1977, effective Oct. 17, 1977. Amended: Filed Feb. 27, 1978, effective Sept. 1, 1978. Amended: Filed Oct. 31, 1978, effective Feb. 15, 1979. Amended: Filed July 13, 1979, effective Oct. 12, 1979. Amended: Filed Dec. 28, 1979, effective April 14, 1980. Amended: Filed July 1, 1980, effective Nov. 14, 1980. Amended: Filed May 11, 1983, effective Aug. 15, 1983. Amended: Filed March 20, 1984, effective Aug. 13, 1984. Amended: Filed March 8, 1985, effective July 1, 1985. Amended: Filed Sept. 16, 1985, effective Dec. 26, 1985. Amended: Filed Oct. 29, 1986, effective Feb. 12, 1987. Amended: Filed Oct. 30, 1987, effective March 25, 1988. Amended: Filed Aug. 1, 1988, effective Nov. 25, 1988. Amended: Filed Dec. 22, 1988, effective April 27, 1989. Amended: Filed Aug. 1, 1989, effective Nov. 27, 1989. Amended: Filed Nov. 30, 1989, effective March 26, 1990. Amended: Filed Feb. 27, 1990, effective June 28, 1990. Emergency amendment filed Aug. 17, 1990, effective Aug. 27, 1990, expired Dec. 25, 1990. Amended: Filed Aug. 17, 1990, effective Feb. 14, 1991. Amended: Filed May 23, 1991, effective Dec. 9, 1991. Amended: Filed Jan. 28, 1992, effective Aug. 6, 1992. Amended: Filed Sept. 23, 1992, effective May 5, 1993. Amended: Filed April 28, 1994, effective Nov. 30, 1994. Amended: Filed May 24, 1995, effective Dec. 30, 1995. Amended: Filed July 17, 1996, effective Feb. 28, 1997.*

*Amended: Filed Jan. 25, 1998, effective Sept. 30, 1998.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990; and 168.400, RSMo 1985, amended 1990.*

### 5 CSR 80-800.015 Procedures and Standards for Approval of Professional Education Programs in Missouri

(Moved to 5 CSR 80-805.015)

### 5 CSR 80-800.020 Administrative Appeal Procedure for Applicants Denied Certification

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state and to establish requirements and qualifications for those certificates. This rule establishes a formal procedure of appeal for applicants denied certification.*

(1) Applicants will be advised in writing of the reason(s) why certification is denied, if that is the case, and at the same time will receive a copy of these instructions on administrative appeal procedures.

(2) The applicant, within thirty (30) days of the date the department sends written notice of denial of certification, may request the commissioner of education to review the decision of the director of teacher certification.

(3) Within fourteen (14) days of receiving the request, the commissioner will notify the applicant in writing of the decision.

(4) If the commissioner approves the decision of the director of teacher certification in denying certification, the applicant, within thirty (30) days of the date the commissioner sends written notice of the decision, may file a written notice of appeal with the State Board of Education by addressing the notice to the secretary of the State Board of Education, Jefferson State Office Building, Jefferson City, MO 65101. In addition to stating the applicant's desire to appeal the denial of certification, the notice of appeal shall include a statement of each reason the applicant relies upon to demonstrate support for the request for reversal of denial.

(5) The applicant's appeal shall be placed on the agenda of the State Board of Education as soon as reasonably possible. Not less than ten

(10) days prior to the date of the State Board of Education meeting at which the applicant's appeal will be considered, the secretary of the State Board of Education will mail a notice to applicant advising applicant of the date, time and place of the board meeting.

(6) If the applicant desires, applicant may appear before the State Board of Education at that date, time and place, and present any information to the state board as to why the decision of the director of teacher certification should be reversed.

(7) As soon as possible after the appeal, the secretary of the State Board of Education will advise applicant in writing of the decision of the State Board of Education.

*AUTHORITY: sections 161.092 and 168.011, RSMo 1986 and 168.021, RSMo Supp. 1993.\* Original rule filed June 3, 1976, effective Oct. 1, 1976. Amended: Filed Sept. 23, 1992, effective May 5, 1993.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; and 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990, 1993.*

**5 CSR 80-800.030 Invalidation of Teaching Certificates**

(Rescinded November 25, 1988)

*AUTHORITY: section 168.021, RSMo 1986. Original rule filed Nov. 21, 1979, effective March 12, 1980. Rescinded: Filed Aug. 1, 1988, effective Nov. 25, 1988.*

**5 CSR 80-800.040 Revocation, Suspension, Invalidation and Deletion of Certificates of License to Teach**

(Rescinded September 30, 1999)

*AUTHORITY: sections 161.092, 168.011, 168.031, RSMo 1986, 168.021, RSMo Supp. 1990 and 168.071, RSMo Supp. 1993. Original rule filed Feb. 27, 1979, effective June 15, 1979. Amended: Filed March 8, 1985, effective July 1, 1985. Rescinded and readopted: Filed Aug. 1, 1988, effective Nov. 25, 1988. Amended: Filed April 28, 1994, effective Nov. 30, 1994. Rescinded: Filed March 22, 1999, effective Sept. 30, 1999.*

**5 CSR 80-800.050 Basic Education Competencies Required Prior to Admission to Approved Teacher Education Programs in Missouri**

(Moved to 5 CSR 80-805.020)

**5 CSR 80-800.060 Administrative Procedures for Recertifying Teachers Whose Certificates Have Been Revoked by the State Board of Education**

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state and to establish requirements and qualifications for those certificates under the provisions of section 168.021.1, RSMo and cause the certificates to be revoked in a manner provided in section 168.071, RSMo. This rule establishes a procedure where teachers whose certificates have been revoked by the State Board of Education, in some instances, may be allowed at a later time to make application to the State Board of Education to be recertified.*

(1) Any teacher whose certificate to teach has been revoked by the State Board of Education may be recertified only by the authority of the State Board of Education.

(2) Applicants desiring to be recertified in this manner must send a written notice to the commissioner of education requesting the State Board of Education to review an application for recertification. The application process shall include, but not be limited to, the following:

(A) An affidavit of moral character in the form required by the Department of Elementary and Secondary Education;

(B) Transcripts and other evidence necessary to show compliance with all the requirements for certification that are in effect at the time application for recertification is made;

(C) Other information including recent employment and references requested by the State Board of Education that may be deemed relevant to the request for recertification; and

(D) A signed consent authorizing the state board as it deems necessary or appropriate to make contact with, interview, consult, obtain documentation and verification from other persons and sources within or without Missouri with respect to the applicant and the applicant's request for certification.

*AUTHORITY: sections 161.092, 168.011, 168.031, RSMo 1986, 168.021, RSMo Supp. 1990 and 168.071, RSMo Supp. 1993.\* Original rule filed April 24, 1985, effective Sept. 3, 1985.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990; 168.031, RSMo 1963; and 168.071, RSMo 1963, amended 1973, 1978, 1984, 1988, 1993.*

**5 CSR 80-800.070 Administrative Procedures for Applicants Whose Certificates Have Been Revoked by a Certifying Authority Other Than the State Board of Education**

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state and to establish requirements and qualifications for those certificates under the provisions of section 168.021.1, RSMo and cause the certificates to be revoked in a manner provided in section 168.071, RSMo. This rule establishes a procedure for processing applications for a Missouri teaching certificate from applicants having had teaching certificates revoked by a certifying authority other than the State Board of Education or the certifying authority in another state or political subdivision.*

(1) All applicants for Missouri certification, in the application process, must acknowledge whether or not they have ever had a teaching certificate revoked by a Missouri certifying authority other than the State Board of Education or by the certifying authority in another state or political subdivision.

(2) Applicants must sign a consent authorizing the state board as it deems necessary or appropriate to make contact with, interview, consult, obtain documentation and verification from other persons and sources within or without Missouri with respect to the applicant and the applicant's request for certification.

(3) Applicants for Missouri certification who have had or currently have a teaching certificate revoked will not be eligible to be considered for Missouri certification until a time as they have the revocation cleared by the certifying authority and hold a valid certificate from that authority.

*AUTHORITY: sections 161.092, 168.011, 168.031, RSMo 1986, 168.021, RSMo Supp. 1990 and 168.071, RSMo Supp. 1993.\* Original rule filed April 24, 1985, effective Sept. 3, 1985.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990; 168.031, RSMo 1963; and 168.071, RSMo 1963, amended 1973, 1978, 1984, 1988, 1993.*

**5 CSR 80-800.080 Procedures for Compliance of Requests From Teachers to Delete Certificates**

(Rescinded November 25, 1988)



*AUTHORITY: sections 161.092, 168.011, 168.021, 168.031 and 168.071, RSMo 1986. Original rule filed April 24, 1985, effective Sept. 3, 1985. Amended: Filed Nov. 27, 1985, effective Feb. 24, 1986. Rescinded: Filed Aug. 12, 1988, effective Nov. 25, 1988.*

**5 CSR 80-800.210 Application for Certificate of License to Teach and/or Endorsement for Individuals Possessing a Certificate of License to Teach from Another State**

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state and establish requirements and qualifications for those certificates. This rule outlines the procedures for application for a certificate of license to teach where the applicant possesses a valid certificate of license to teach from another state.*

(1) An applicant for a Missouri certificate of license to teach who possesses a valid certificate of license to teach from another state where the applicant's teacher preparation program was completed and possesses good moral character may be granted a Missouri certificate of license to teach. The certification and/or endorsement area must be closely aligned as determined by the commissioner with the State Board of Education's current areas of certification and/or endorsement. Applicants who do not possess a valid certificate of license to teach from another state where the applicant's teacher preparation program was completed must undergo transcript analysis pursuant to the rules and regulations promulgated by the state board.

(2) Applications for a Missouri certificate of license to teach shall be submitted on the forms provided by the State Board of Education containing—

- (A) Applicant's residential address;
- (B) Applicant's date of birth and Social Security number;
- (C) Areas of certification and/or endorsement requested;
- (D) Educational background;
- (E) Details regarding teaching certificates or similar titles and/or other professional licenses or similar titles, including but not limited to disciplinary actions, denials, restrictions, revocations, voluntary surrenders, suspensions, reprimands, and/or investigations;
- (F) Details regarding being found guilty, plea of guilty, receipt of a suspended imposition of sentence or entering a plea of *nolo*

*contendere* for any violation of any laws of a state or the United States other than a traffic violation;

(G) Details regarding any pending complaints and/or investigations before any regulatory board or agency; and

(H) Verification of contracted teaching experience may be submitted. Teaching experience must be contracted and at least half-time. Substitute teaching or serving as a teacher's aide or assistant will not be counted as teaching experience. The forms may be obtained by writing the Teacher Certification Section of the Department of Elementary and Secondary Education at P.O. Box 480, Jefferson City, MO 65102 or by calling (573) 751-3486 or downloading from the internet at <http://www.dese.state.mo.us/divurbteached/teachcert>.

(3) An application is not considered officially filed with the board until it has been determined by the board or department staff to be complete and the application is submitted on the forms provided by the board, signed and accompanied by two (2) full sets of fingerprints with the appropriate fee as set by the Missouri State Highway Patrol and/or the Federal Bureau of Investigation (FBI) and any other applicable forms. All information should be received by the board within ninety (90) days of the date of the application.

(4) The applicant must possess a baccalaureate degree from a state-approved college or university.

(5) The applicant must request and obtain the recommendation of the designated official from a state-approved baccalaureate or higher level teacher preparation program.

(6) The applicant must possess an overall grade point average of 2.5 or higher on a 4.0 scale; the applicant's major subject area grade point average must be 2.5 or higher on a 4.0 scale; and professional education courses must be completed with an overall grade point average of 2.5 or higher on a 4.0 scale with no grade lower than a "C."

(7) The applicant must achieve a score equal to or in excess of the Missouri qualifying score on the exit assessment(s) as defined in the rules promulgated by the state board. The official score report shall be submitted to the Department of Elementary and Secondary Education.

(8) The applicant shall request that each state or United States territory regulatory entity in which a certificate of license to teach or similar title is held or has ever been held to sub-

mit verification of certification or licensure directly to the department. The verification from the certifying/licensing entity shall list the type of certificate or license issued, the number, status, issue and expiration dates, information regarding any disciplinary action, method of certification or licensure, the name and title of person verifying information with the date and seal.

(9) The applicant shall submit two (2) full sets of fingerprints on cards provided by the board.

(A) The applicant is responsible for the payment of any fees required by the Missouri State Highway Patrol and/or FBI.

(B) For the purpose of this rule, the fingerprint cards shall be completed by any law enforcement agency and sent directly to the department from the law enforcement agency.

(10) Endorsements or additional certificates of license to teach may be granted as follows:

(A) The applicant must possess a valid certificate of license to teach and/or endorsement in the specialty area from another state. Applicants who do not possess a valid certificate of license to teach from another state in a specialty area must undergo transcript analysis pursuant to the rules and regulations promulgated by the state board;

(B) The endorsement or certification area must be closely aligned with the State Board of Education's current areas of certification;

(C) The applicant must achieve a score equal to or in excess of the Missouri qualifying score on the appropriate exit assessment(s) as defined in the rules promulgated by the state board. If an exit assessment(s) does not exist for the endorsement or certification area, the applicant must undergo transcript analysis for endorsements as defined in the rules promulgated by the state board;

(D) The applicant shall request that each state or United States territory regulatory entity in which a certificate of license to teach or similar title is held or has ever been held to submit verification of certification or licensure directly to the department. The verification from the certifying/licensing entity shall list the type of certificate or license issued, the number, status, issue and expiration dates, information regarding any disciplinary action, method of certification or licensure, the name and title of person verifying information with the date and seal; and

(E) The applicant shall submit two (2) full sets of fingerprints on cards provided by the board.

1. The applicant is responsible for the payment of any fees required by the Missouri State Highway Patrol and/or FBI.

2. For the purpose of this rule, the fingerprint cards shall be completed by any law enforcement agency and sent directly to the department from the law enforcement agency.

(11) Following review by the department, the applicant shall be informed in writing of the decision regarding the application for a certificate of license to teach.

*AUTHORITY: sections 161.092, 168.011 and 168.081, RSMo 1994 and 168.021 and 168.071, RSMo Supp. 1998.\* Emergency rule filed March 22, 1999, effective April 1, 1999, expired Sept. 27, 1999. Original rule filed March 22, 1999, effective Sept. 30, 1999.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990, 1998; 168.071, RSMo 1963, amended 1973, 1978, 1984, 1988, 1993, 1998; 168.081, RSMo 1963, 1984.*

**5 CSR 80-800.290 Application for Substitute Certificate of License to Teach**

*PURPOSE: This rule outlines the procedures for application for a substitute certificate of license to teach.*

(1) An applicant for a substitute Missouri certificate of license to teach who has successfully completed sixty (60) semester hours or more of credit from an academic degree granting institution which is contained within the United States Department of Education's *Directory of Post-Secondary Institutions*, or approved by the Commissioner of Education and possesses good moral character may be granted a substitute Missouri certificate of license to teach for the period August 1 to July 31. Applicants may reapply through the school district for another substitute certificate of license to teach pursuant to the rules and regulations promulgated by the state board.

(2) Applications for a substitute Missouri certificate of license to teach shall be submitted by the school district either through the Internet or on the forms provided by the State Board of Education which may be obtained by writing the Teacher Certification Section of the Department of Elementary and Secondary Education at P.O. Box 480, Jefferson City, MO 65102-0480 or by downloading from the Internet.

(3) An applicant for a substitute Missouri certificate of license to teach must also complete and submit the background check form containing—

(A) Applicant's residential address;

(B) Applicant's date of birth and Social Security number;

(C) Details regarding teaching certificates or similar titles and/or other professional licenses or similar titles, including but not limited to disciplinary actions, denials, restrictions, revocations, voluntary surrenders, suspensions, reprimands, and/or investigations;

(D) Details regarding being found guilty, plea of guilty, receipt of a suspended imposition of sentence or entering a plea of *nolo contendere* for any violation of any law of a state or the United States other than a minor traffic violation; and

(E) Details regarding any pending complaints and/or investigations before any regulatory board or agency.

(4) The background check form is provided by the State Board of Education and may be obtained by writing the Professional Conduct and Investigations Section of the Department of Elementary and Secondary Education at P.O. Box 480, Jefferson City, MO 65102-0480 or by calling (573) 522-1999.

(5) An applicant for a substitute Missouri certificate of license to teach shall submit to a Missouri State Highway Patrol records check and any other background check required by the local school district.

(6) An application is not considered officially filed with the State Board of Education until it has been determined by the State Board of Education or department staff to be complete and the application is submitted on the forms provided by the State Board of Education, signed, and accompanied by any other applicable forms. All information should be received by the board within ninety (90) days of the date of the application.

*AUTHORITY: sections 161.092, 168.011 and 168.081, RSMo 1994, 168.021 and 168.071, RSMo Supp. 1998.\* Emergency rule filed July 30, 1999, effective Aug. 9, 1999, expired Jan. 26, 2000. Original rule filed July 30, 1999, effective Feb. 29, 2000.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990, 1998; 168.071, RSMo 1963, amended 1973, 1978, 1984, 1988, 1993, 1998; and 168.081, RSMo 1963, amended 1984.*

**5 CSR 80-800.300 Discipline and Denial of Certificates of License to Teach**

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state*

*under the provisions of section 168.021.1, RSMo and to establish requirements and qualifications for those certificates and cause those certificates to be revoked, suspended, invalidated or deleted in a manner provided in section 168.071, RSMo. This rule establishes procedures for action by the State Board of Education.*

(1) The State Board of Education may suspend or revoke a certificate of license to teach upon satisfactory proof of a conviction of a felony or crime involving moral turpitude whether or not sentence is imposed, upon charges being filed by the Department of Elementary and Secondary Education or the school district's local board of education, or upon charges being filed by the school district's local board of education for incompetency, cruelty, immorality, drunkenness, neglect of duty or the annulling of a written contract with the local board of education without the consent of the majority of members of the board which is a party to the contract. Charges may be filed by the attorney general if the school district has been identified as financially stressed pursuant to section 161.520, RSMo. All charges must be in writing.

(A) Charges must be signed by the chief administrative officer of the district or by the president of the board when so authorized by a majority of the board, if appropriate, in those instances where the charges are filed by or on behalf of the school district's local board of education.

(B) Charges filed by or on behalf of the school district's local board of education must be sworn by the party(ies) making the accusation, and filed with the Department of Elementary and Secondary Education (DESE).

(2) Upon receipt of charges made pursuant to section 168.071, RSMo and filed with DESE, DESE shall provide notice to the parties and may conduct a hearing.

(3) Except as provided in sections (4) and (5), the commissioner of education, or his/her designee(s), shall conduct all hearings resulting from conviction of a felony, a crime involving moral turpitude and/or other crime whether or not sentence is imposed, on charges filed to revoke or suspend a certificate(s) of license to teach as provided in section 168.071, RSMo. A transcript of the hearing along with findings of fact and conclusions of law will be forwarded to the members of the State Board of Education. The State Board of Education, at a regular meeting, will render a decision based upon the

transcript of the hearing, exhibits and any other information presented at the meeting.

(A) Where the underlying conduct or action of the certificate holder is the basis of charges filed and such conduct or action is subject to pending criminal charges, the certificate holder may request in writing a delayed hearing on advice of his/her legal representation under the fifth amendment of the *Constitution of the United States*.

1. The request shall be submitted to the commissioner of education, or his/her designee(s), by the certificate holder or by legal counsel.

2. The request shall provide documentation of the pending criminal charge and contain a statement specifying what underlying conduct or actions are subject to the pending criminal charge.

(B) The commissioner of education, or his/her designee(s) shall, based upon the application, suspend the hearing process until final disposition of the criminal charges relating to the underlying conduct or actions relating to the charges filed.

(4) Upon documentation from a court of a plea of guilty or conviction of the following crime(s) whether or not sentence is imposed, an individual's certificate of license to teach shall be revoked, or in the case of an applicant, not issued:

- (A) Murder 1st Degree;
- (B) Murder 2nd Degree;
- (C) Arson 1st Degree;
- (D) Assault 1st Degree;
- (E) Forcible Rape;
- (F) Forcible Sodomy;
- (G) Kidnapping;
- (H) Robbery 1st Degree;
- (I) Rape;
- (J) Statutory Rape 1st Degree;
- (K) Statutory Rape 2nd Degree;
- (L) Sexual Assault;
- (M) Forcible Sodomy;
- (N) Statutory Sodomy 1st Degree;
- (O) Statutory Sodomy 2nd Degree;
- (P) Child Molestation 1st Degree;
- (Q) Child Molestation 2nd Degree;
- (R) Deviate Sexual Assault;
- (S) Sexual Misconduct Involving a Child;
- (T) Sexual Misconduct 1st Degree;
- (U) Sexual Abuse;
- (V) Incest;
- (W) Abandonment of Child 1st Degree;
- (X) Abandonment of Child 2nd Degree;
- (Y) Endangering the Welfare of a Child 1st Degree;
- (Z) Abuse of Child;
- (AA) Child Used in a Sexual Performance;
- (BB) Promoting Sexual Performance by a Child;

(CC) Trafficking in Children; and  
(DD) Offenses Involving Child Pornography and Related Offenses—

- 1. Promoting obscenity in 1st degree;
- 2. Promoting obscenity in 2nd degree if penalty is enhanced to Class D Felony;
- 3. Promoting child pornography in 1st degree;
- 4. Promoting child pornography 2nd degree;
- 5. Possession of child pornography;
- 6. Furnishing pornographic materials to minors;
- 7. Coercing acceptance of obscene material; and
- 8. Sale or rental to persons under seventeen (17).

(5) An individual who has had their certificate(s) of license to teach revoked pursuant to section (4) may appeal, in writing, said revocation to the commissioner of education within thirty (30) days of notice of the revocation. Upon receiving the intent to appeal, a hearing will be held before a hearing officer designated by the commissioner of education. The individual will be given not less than thirty (30) days notice of the hearing, the opportunity to be heard, and the opportunity for witnesses. A transcript of the hearing along with findings of fact and conclusions of law will be forwarded to the members of the State Board of Education. The State Board of Education, at a regular meeting, will render a decision based upon the transcript of the hearing, exhibits and any other information presented at the meeting. The State Board of Education's decision may be appealed to the circuit court as provided in section (7).

(A) Testimony from a minor child shall not be required. The hearing officer shall accept into the record the transcript of any testimony admitted at a court hearing of a child involved in an offense listed in section (4).

(6) The State Board of Education may suspend or revoke for a specified time, or indefinitely, a certificate of license to teach.

(7) Within thirty (30) days of the State Board of Education's final decision, an individual may appeal to the Circuit Court of Cole County. The appeal shall be *de novo* and heard with a jury, except in cases of charges of immorality involving a minor child where such case is heard by the court without a jury. Testimony of the minor child shall be taken from the hearing record presented to the State Board of Education.

*AUTHORITY: sections 161.092, 168.011 and 168.081, RSMo 1994 and 168.021 and 168.071, RSMo Supp. 1998.\* Emergency rule*

*filed March 22, 1999, effective April 1, 1999, expired Sept. 27, 1999. Original rule filed March 22, 1999, effective Sept. 30, 1999.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990, 1998; 168.071, RSMo 1963, amended 1973, 1978, 1984, 1988, 1993, 1998; 168.081, RSMo 1963, 1984.*

### 5 CSR 80-800.310 Deletion of Certificates of License to Teach

*PURPOSE: The State Board of Education is authorized to grant certificates of license to teach in any of the public schools of the state under the provisions of section 168.021.1, RSMo and to establish requirements and qualifications for those certificates and cause those certificates to be revoked, suspended, invalidated or deleted in a manner provided in section 168.071, RSMo. This rule establishes procedures for action by the State Board of Education.*

(1) A certificate holder requesting deletion of a certificate(s) of license to teach and/or endorsement(s) must submit a notarized statement in the form required by the State Board of Education specifically requesting the deletion(s).

(2) In the event the individual is employed to teach in any public school in Missouri, the board of education of the employing school district must formally approve and consent, by majority vote, to the deletion sought by the teacher. Upon written verification by the district superintendent that the teacher has not taught within the last three (3) years in the specific subject matter area for which deletion is requested, approval of the local board of education is not required.

(3) Applicants applying for reissuance of their certificate(s) of license to teach and/or endorsement(s) which have been deleted pursuant to the rules promulgated by the state board will be required to meet, in full, the certification requirements that are in effect at the time the new application is made.

*AUTHORITY: sections 161.092, 168.011 and 168.081, RSMo 1994 and 168.021 and 168.071, RSMo Supp. 1998.\* Emergency rule filed March 22, 1999, effective April 1, 1999, expired Sept. 27, 1999. Original rule filed March 22, 1999, effective Sept. 30, 1999.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990, 1998; 168.071, RSMo 1963, amended 1973, 1978, 1984, 1988, 1993, 1998; 168.081, RSMo 1963, 1984.*



**5 CSR 80-800.400 Procedure for Potential Candidates for Missouri Certificate of License to Teach with a Criminal History to Petition the State Board of Education for Background Clearance**

*PURPOSE: This rule outlines the procedure for a potential candidate for Missouri certificate of license to teach with a criminal history to petition the State Board of Education for background clearance.*

(1) Potential candidates for a Missouri certificate of license to teach who are currently enrolled in professional education courses in conjunction with state-approved teacher preparation programs may petition the State Board of Education for clearance of their background, enabling possible issuance of a Missouri certificate of license to teach upon completion of their teacher preparation programs and pursuant to the rules promulgated by the board.

(2) A potential candidate may apply to petition the State Board of Education for background clearance by completing and submitting the background check form. The form is provided by the State Board of Education and may be obtained by writing the Professional Conduct and Investigations Section of the Department of Elementary and Secondary Education at P.O. Box 480, Jefferson City, MO 65102, or the form may be downloaded from the Internet. The form contains the following:

(A) Applicant’s full name, date of birth and Social Security number;

(B) Applicant’s residential address;

(C) Details regarding teaching certificates or similar titles and/or other professional licenses or similar titles held, including but not limited to disciplinary actions, denials, restrictions, revocations, voluntary surrenders, suspensions, reprimands and/or investigations;

(D) Details regarding being found guilty, plea of guilty, receipt of a suspended imposition of sentence or entering a plea of *nolo contendere* for any violation of any laws of a state or the United States, other than a traffic violation; and

(E) Details regarding any pending complaints and/or investigations before any regulatory board or agency.

(3) A potential candidate wishing to petition the State Board of Education shall request and obtain documentation of current enrollment in a professional education course in conjunction with a state-approved teacher preparation program from the designated official of the institution.

(4) A potential candidate wishing to petition the State Board of Education for background clearance shall request that each state or United States territory regulatory entity in which a teaching certificate or similar title(s) and/or other professional license or similar title(s) is held or has ever been held submit verification of certification or licensure directly to the department. The verification shall include the certification or license issued, the number, status, issue and expiration dates, information regarding any disciplinary action, method of certification or licensure, the name and title of person verifying information with the date and seal.

(5) The background check form is not considered officially filed with the board until it has been determined by the board or department staff to be complete and the application is submitted on the forms provided by the board, signed and accompanied by two (2) full sets of fingerprints on cards provided by the board with the appropriate fees as set by the Missouri State Highway Patrol and/or the Federal Bureau of Investigation (FBI) and any other applicable documentation.

(A) For the purpose of this rule, the fingerprint cards shall be completed by any law enforcement agency and sent directly to the department from the law enforcement agency.

(B) The applicant is responsible for the payment of any fees required by the Missouri State Highway Patrol and/or FBI.

*AUTHORITY: sections 161.092, 168.011 and 168.081, RSMo 1994 and 168.021 and 168.071, RSMo Supp. 1999.\* Original rule filed Jan. 19, 2000, effective Aug. 30, 2000.*

*\*Original authority: 161.092, RSMo 1963, amended 1973; 168.011, RSMo 1963, amended 1984; 168.021, RSMo 1963, amended 1973, 1984, 1988, 1990, 1998; 168.071, RSMo 1963, Amended 1973, 1978, 1984, 1988, 1993, 1998; 168.081, RSMo 1963, 1984.*