

I MINA'TRENTAI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

CERTIFICATION OF PASSAGE OF AN ACT TO *I MAGA'LAHEN GUÅHAN*

This is to certify that **Substitute Bill No. 117-31 (COR)**, "AN ACT TO **ADD A NEW CHAPTER 8 TO TITLE 5A, GUAM ADMINISTRATIVE RULES AND REGULATIONS, RELATIVE TO THE GUAM COMMISSION FOR EDUCATOR CERTIFICATION RULES & REGULATIONS**", was on the 2nd day of May 2011, duly and regularly passed.




Judith T. Won Pat, Ed.D.
Speaker

Attested:



Tina Rose Muña Barnes
Legislative Secretary

This Act was received by *I Maga 'lahen Guåhan* this 16th day of May, 2011, at
2:20 o'clock P.M.


Assistant Staff Officer
Maga 'lahi's Office

APPROVED:


EDWARD J.B. CALVO

I Maga 'lahen Guåhan

MAY 23 2011

Date: _____

Public Law No. 31-50

FSL



I MINA'TRENTAI UNU NA LIHESLATURAN GUÅHAN
THIRTY-FIRST GUAM LEGISLATURE
155 Hessler Place, Hagåtña, Guam 96910

May 16, 2011

The Honorable Edward J.B. Calvo
I Maga'lahaen Guåhan
Ufisinan I Maga'lahi
Hagåtña, Guam 96910

Dear *Maga'lahi* Calvo:

Transmitted herewith is Substitute Bill No. 117-31(COR) which was passed by *I Mina' Trentai Unu Na Liheslaturan Guåhan* on May 2, 2011.

Sincerely,

TINA ROSE MUÑA BARNES
Senator and Legislative Secretary

Enclosure (1)

RECEIVED BY _____
DATE 5/18/11
TIME 2:20 PM

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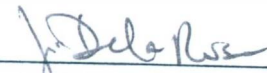
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I Maga'lahen Guåhan

Date: _____

Public Law No. _____

I MINA'TRENTAI UNU NA LIHESLATURAN GUÅHAN
2011 (FIRST) Regular Session

Bill No. 117-31 (COR)

As substituted by the Committee on Education
and Public Libraries, and amended on the Floor.

Introduced by:

Judith T. Won Pat, Ed.D.
Judith P. Guthertz, DPA
Sam Mabini, Ph.D.
Aline A. Yamashita, Ph.D.
T. R. Muña Barnes
v. c. pangelinan
T. C. Ada
V. Anthony Ada
F. F. Blas, Jr.
B. J.F. Cruz
Chris M. Dueñas
Adolpho B. Palacios, Sr.
Dennis G. Rodriguez, Jr.
R. J. Respicio
M. Silva Tajeron

**AN ACT TO *ADD* A NEW CHAPTER 8 TO TITLE 5A,
GUAM ADMINISTRATIVE RULES AND
REGULATIONS, RELATIVE TO THE GUAM
COMMISSION FOR EDUCATOR CERTIFICATION
RULES & REGULATIONS.**

1 **BE IT ENACTED BY THE PEOPLE OF GUAM:**
2 **Section 1. Approval of Administrative Rules and Regulations.** The
3 Administrative Rules and Regulations of the Guam Commission for Educator
4 Certification submitted to *I Mina'Trentai Unu Na Liheslaturan Guåhan* (the 31st
5 Guam Legislature) by the Guam Commission for Educator Certification on

1 February 18, 2011, as *amended* by *I Liheslaturan Guåhan* (the Guam Legislature)
2 are hereby approved.

3 **Section 2.** A new Chapter 8 is hereby *added* to Title 5A, Guam
4 Administrative Rules and Regulations, to read as follows:

5 **“CHAPTER 8**
6 **GUAM COMMISSION FOR EDUCATOR CERTIFICATION**

- 7 **§8101. Introduction.**
- 8 **§8102. Definitions.**
- 9 **§8103. Organization and Function of the Commission.**
- 10 **§8104. Issuance of Certificates, General.**
- 11 **§8105. Certificates for Teachers, General.**
- 12 **§8106. Certificates for *Chamorro* Language and Culture**
13 **Teachers.**
- 14 **§8107. Certificates for Preschool Teachers.**
- 15 **§8108. Certificates for Career and Technical Education**
16 **Teachers.**
- 17 **§8109. Certificates for Reading Specialists.**
- 18 **§8110. Certificates for School Administrators.**
- 19 **§8111. Endorsements for School Librarians.**
- 20 **§8112. Certificates for School Counselors.**
- 21 **§8113. Extension on Certification.**
- 22 **§8114. Fees.**
- 23 **§8115. Disciplinary Action.**
- 24 **§8116. Code of Ethics.**
- 25 **§8117. Reinstatement of Certification After Suspension.**
- 26 **§8118. Severability.**
- 27 **§8119. Adoption and Amendment of Rules.**

1 **§8101. Introduction.**

2 (a) **Purpose.** The purpose of adopting the rules of procedure is to
3 ensure the proper performance of the duties of the Guam Commission for
4 Educator Certification (hereinafter known as the Commission or GCEC) by
5 the regulation of procedures, meetings, records, and conduct thereof.

6 (b) **Requirements for Adoption.** The adopted rules of procedure
7 must be consistent with the Organic Act and the laws of Guam. The rules
8 must be promulgated and approved by the Commission and they must be
9 adopted in accordance with the Administrative Adjudication Law.

10 (c) **Authority of Rules.** Rules of procedure adopted by the
11 Commission *shall* be binding upon persons issued certificates under Chapter
12 27 of Title 17, Guam Code Annotated (Public Law 29-73).

13 **§8102. Definitions.**

14 The following definitions and terms, when used in these rules and
15 regulations, *shall* have the following meanings *unless* the context clearly
16 indicates otherwise:

17 (a) *Accredited Institution* means a United States regionally
18 accredited college or university or a foreign equivalent.

19 (b) *Acceptable Grades for Credit* means grades in courses to earn
20 acceptable credit must be passing grades in accordance with the institution
21 where the courses were taken.

22 (c) *GPA* refers to the acceptable Grade Point Average.

23 (d) *Administrator* means an educator whose primary duties involve:
24 (1) program development, or (2) supervision or internal management of a
25 school, school program, or school system.

26 (e) *Approved Program* means a program for preparation of
27 professional educators, which is offered through an accredited institution

1 and has been approved by the commission for professional educator
2 certification in which the program is provided and includes a supervised
3 student teaching/internship field experience.

4 (f) *CACREP* (Council for Accreditation of Counseling and Related
5 Education Programs) is an accrediting body for counseling and related
6 programs.

7 (g) *Certification* is a license qualifying the recipient to practice as a
8 professional educator on Guam.

9 (h) *Clock Hours* means actual time spent in professional
10 development.

11 (i) *Commission* means the Guam Commission for Educator
12 Certification, as established under Chapter 27 of Title 17 Guam Code
13 Annotated (Public Law 29-73).

14 (j) *Course* means an instructional unit that has one (1) or more
15 academic credits.

16 (k) *Continuing Education Unit* is a non-credit unit used by
17 regionally accredited post-secondary institutions that are members of the
18 International Association for Continuing Education and Training (IACET).
19 Ten (10) contact hours is equivalent to one (1) CEU. The CEU credit *cannot*
20 be used for degree credit requirements. For re-certification purposes, three
21 (3) CEU credits will equal to one (1) semester credit.

22 (l) *Credential* refers to the documents that constitute evidence of
23 training, licensure, experience, and expertise of a practitioner.

24 (m) *Educator* is a teacher, administrator, or support professional
25 required by the Commission to hold a certificate.

26 (n) *Endorsement* is recognition of qualifications in a specialized
27 field as indicated on the certificate.

1 (o) *Evaluation* indicates the most recent professional evaluation
2 supplied by a supervisor.

3 (p) *Executive Director* refers to the Executive Director of the
4 Office of the Guam Commission for Educator Certification, pursuant to
5 Chapter 27, 17GCA (Public Law 29-73).

6 (q) *Guam Certification Office* means the administrative office of
7 the Guam Commission for Educator Certification, pursuant to Chapter 27,
8 17GCA (Public Law 29-73).

9 (r) *IRA* means the International Reading Association.

10 (s) *Mentorship* refers to a program that provides peer guidance to a
11 new educator or administrator, and is approved by Guam Department of
12 Education *or* an accredited institution.

13 (t) *NCATE* is the National Council for Accreditation of Teacher
14 Education. It is one of the U.S. accrediting bodies for teacher education
15 colleges and institutions.

16 (u) *NASDTEC Interstate Agreement* means the contract sponsored
17 by the National Association of State Directors of Teacher Education and
18 Certification (NASDTEC) concerning reciprocal licensing of educational
19 personnel among participating jurisdictions.

20 (v) *Praxis I* means the pre-professional skills test that measures
21 basic academic skills in reading, writing, and mathematics from Educational
22 Testing Service (ETS).

23 (w) *Praxis II* means a subject assessment from Educational Testing
24 Service of knowledge in a specialty or content area.

25 (x) *Praxis II PLT* means an assessment of pedagogy (Principles of
26 Learning and Teaching) from Educational Testing Service (ETS).

1 (y) *Professional Activities* refer to a variety of activities which
2 meet a goal for educator improvement and professional growth, and may
3 include college and university credits, attending or presenting workshops,
4 seminars, conferences, action research, curriculum development, work
5 experience, district or school committee work, advisorships, mentoring,
6 presentations at conferences, publications, or work on special projects.

7 (z) *Professional Growth Plan* (PGP) is the component of the
8 evaluation program completed by the educator, and approved by the site
9 administrator. It is based on the educator performance standards, and
10 professional activities and/or courses to fulfill the identified standards in the
11 candidate's school/district. The Guam PGP information can be located at the
12 websites for GCEC and the Guam Department of Education.

13 (aa) *Years of Experience* refers to acceptable determination for
14 teacher or administrator length of service as per respective employment
15 agreement.

16 **§8103. Organization and Function of the Commission.**

17 (a) **Composition and Function of the Commission.** The
18 composition, duties, functions, powers and responsibilities of the Guam
19 Commission for Educator Certification (Commission) *shall* generally be as
20 provided and authorized in Chapter 27 of Title 17, Guam Code Annotated.

21 (b) **Ex-Officio Members.** The ex-officio members of the
22 Commission *shall* be those identified in §27003 of Title 17, Guam Code
23 Annotated. Ex-officio members shall *not* vote in the proceedings of the
24 Commission, but may introduce and discuss motions in public meetings of
25 the Commission.

26 (c) **Officers of the Commission.** The officers of the Commission,
27 elected by the voting members, *shall* be a Chairperson, Vice-Chairperson,

1 and a Treasurer. The Executive Director *shall* serve as the Executive
2 Secretary in accordance with §27019 of Title 17, Guam Code Annotated.
3 Each officer *shall* have duties, functions, powers and responsibilities:

4 (1) as prescribed for such office by law;

5 (2) which, by general consent and parliamentary custom,
6 pertain to such office, consistent with the law; and

7 (3) as are consistent with the foregoing and which, in
8 addition, the Commission may prescribe.

9 (d) **Election and Term of the Chairperson of the Commission.**

10 The Chairperson *shall* be that person so designated as the presiding officer
11 for a term of two (2) years, in accordance with §27005 of Title 17, Guam
12 Code Annotated. The Chairperson *shall* be elected from among the voting
13 members of the Commission.

14 (e) **Election and Term of Other Officers of the Commission.**

15 The Vice-Chairperson and the Treasurer *shall* be elected and *shall* serve a
16 term in the same manner as the Chairperson.

17 (f) **Executive Secretary.** The Executive Director *shall* serve as
18 the Executive Secretary of the Commission, appointed by the Commission in
19 accordance with §27018 and §27019 of Title 17, Guam Code Annotated.

20 (g) **Duties of the Chairperson of the Commission.** The duties of
21 the Chairperson *shall* be to call and preside at all meetings of the
22 Commission; to call special meetings of the Commission; to serve ex-officio
23 as a member of all standing, designated or advisory committees of the
24 Commission; to appoint committees and to take such other action as is
25 consistent with these rules or the laws. The Chairperson is entitled to vote on
26 all matters before the Commission.

1 (h) **Duties of the Vice-Chairperson of the Commission.** The
2 duty of the Vice Chairperson *shall* be to perform the duties of the
3 Chairperson at his or her request or in case of his or her absence or
4 incapacity.

5 (i) **Duties of the Treasurer of the Commission.** The duties of the
6 Treasurer *shall* be to report to the Commission on the finances of the
7 Commission at each regular meeting of the Commission; to present an
8 annual budget to the Commission for approval; and to perform the duties of
9 the Chairperson in case of the absence of both the Chairperson and the Vice
10 Chairperson.

11 (j) **Duties of the Executive Secretary of the Commission.** The
12 Executive Secretary of the Commission *shall* serve ex-officio as a member
13 of the Commission and have the following duties: to give notice of all
14 regular and special meetings of the Commission and to compile and
15 distribute the agenda for each such meeting with the notice thereof; to record
16 the proceedings of the Commission in a book or books to be kept therefore;
17 to preserve all documents, papers and records determined by the
18 Commission to be a part of its official records; to conduct correspondence as
19 directed by the Commission and to certify official documents and
20 proceedings; and to carry out all statutory responsibilities.

21 (k) **Executive Secretary Designees.** The Executive Secretary,
22 with the written approval of the Chairperson, may designate an employee of
23 the Commission to carry out the duties set forth in Subsection (j) of this
24 Section under the direction of the Executive Secretary. During the absence
25 or incapacity of the Executive Secretary, the duties of Executive Secretary
26 *shall* be performed by such designee and, in the absence of such designee,
27 by such other person as may be designated by the Chairperson.

1 (l) **Removal of Officers and Committee Chairpersons.** Four (4)
2 affirmative votes of the Commission's membership *shall* be required for the
3 removal of the Chairperson, the Vice Chairperson, the Treasurer or any
4 Committee Chairperson.

5 (m) **Committees of the Commission.**

6 (1) **Practice of the Commission.** The Commission *shall* act
7 upon matters considered, and upon recommendations made, by
8 designated committees of the Commission, but any member may
9 present matters to the Commission for consideration without prior
10 reference to a committee.

11 (A) The Chairperson may appoint such committees of
12 the Commission as may be deemed necessary, provided that
13 each such committee *shall* be automatically discharged on
14 completion of its assignment or otherwise as the Chairperson
15 may designate.

16 (B) The Chairperson *shall* be a member ex-officio of
17 each committee. Any member of the Commission may attend
18 any meeting of any committee of the Commission.

19 (C) Temporary work assignments of a functional or
20 project nature may be made by the Chairperson of the
21 Commission to individual members of the Commission, each
22 such assignment to terminate automatically upon the report to,
23 and final action by the Commission on such project.

24 (D) Notice of all committee meetings *shall* be given to
25 all members of the Commission. Such notice *shall* be *no less*
26 *than* the minimum possible notice under the Open Government
27 Law.

1 (n) **Meetings of the Commission.**

2 (1) **Requirements for Public Notice.** All meetings of the
3 Commission *shall* be publicly noticed in accordance with Chapter 8 of
4 Title 5, Guam Code Annotated, otherwise known as the Open
5 Government Law.

6 (2) **Regular Meetings.** The regular meetings of the
7 Commission *shall* be held *at least* quarterly, as mandated by law. All
8 regular meetings *shall* be held on Guam.

9 (3) **Notice to Commission Members of Meetings.** Written
10 notice of each regular meeting of the Commission *shall* be given to
11 each member *at least* ten (10) days prior to the date fixed for the
12 meeting, which notice *shall* state the time and place of the meeting
13 and, in the case of special meetings, the purpose for which it has been
14 called.

15 (4) **Agenda of Regular Meetings.** A written agenda of
16 matters to be considered at each regular meeting shall be determined
17 by the Chairperson, attested by the Executive Secretary, and given to
18 each Commission member no *less than* ten (10) days prior to the date
19 fixed for a regular meeting. Items to be included in the agenda for the
20 regular meeting *shall* be submitted to the Chairperson by:

21 (A) committees of the Commission relating to their
22 reports;

23 (B) any Commission member, given to the
24 Chairperson twelve (12) days prior to the date of the regular
25 meeting at which consideration is desired and containing a title
26 and/or description of the agenda items.

1 (C) The Commission Chairperson will provide, on a
2 timely basis, to other Commission members reason for
3 removing an agenda item after it has been posted, in accordance
4 to §27013 of Title 17, Guam Code Annotated.

5 (5) **Special Meetings.** Special meetings of the Commission
6 may be held at any time and at any place on Guam. Special meetings
7 may be called by the Chairperson *or* by a majority of the members
8 then serving on the Commission by a written notice to the Executive
9 Secretary in which the time, place and purpose of the meeting are set
10 forth.

11 (6) **Quorum.** A quorum *shall* consist of four (4) voting
12 members. Actions of the Commission *shall* be carried by a vote of *not*
13 *less than* four (4) voting members, in accordance with §27013 of Title
14 17, Guam Code Annotated.

15 (7) **Rules of Order.** Unless otherwise specified in these
16 rules, all meetings of the Commission *shall* be conducted in
17 accordance with Robert's Rules of Order Revised.

18 (8) **Action at Commission Meetings.** *Except* in an
19 emergency, the Commission *shall* take action on a matter of policy
20 *only* when the matter has been discussed by the Commission at a
21 previous meeting. This provision may be waived by a unanimous vote
22 of the members present. For purposes of this Rule, an emergency *shall*
23 first be declared by a vote of five (5) members.

24 (9) **Public Participation Policy.** It is the policy of the
25 Commission to encourage and permit public comment on matters
26 within the Commission's jurisdiction.

1 (A) **General Public Comment.** The Commission
2 *shall* include general public comment as an agenda item at each
3 regular meeting of the Commission.

4 (B) **Comment, Not Debate.** During public comment,
5 speakers *shall* address their remarks to the Commission as a
6 whole and *not* to individual Commission members,
7 Commission personnel, or the audience.

8 (C) **Recording Commission Proceedings.** Members
9 of the public may record Commission meetings while *not* under
10 executive session with an audio or video recorder, or still or
11 motion picture camera.

12 (o) **Compensation and Expenses.** A Commission member *shall*
13 receive compensation for serving on the Commission in the amount of Fifty
14 Dollars (\$50.00) for each Commission meeting attended. A member is
15 entitled to reimbursement for actual and necessary expenses incurred in
16 performing functions as a member of the Commission, subject to any
17 applicable limitation on reimbursement provided by the General
18 Appropriations Act.

19 (p) **Executive Director.** The Commission *shall* employ and
20 determine the compensation of an Executive Director, who *shall* be
21 responsible to carry out all statutory responsibilities, the administration of
22 the policies of the Commission, and to manage the daily operations of the
23 Commission. The Commission *shall* annually evaluate the performance of
24 the Executive Director.

25 (q) **Relationship of the Commission to Executive Director.**
26 Pursuant to §27019 of Chapter 27, Title 17, Guam Code Annotated,
27 although the relationship between the Executive Director and individual

1 Commission members is collegial, the relationship of the Commission to the
2 Executive Director is hierarchical. The Executive Director is accountable
3 *only* to the Commission as whole, and *not* to individual Commission
4 members.

5 (r) **Employment of Personnel.** The Executive Director *shall* hire
6 other staff according to the staffing pattern approved by the Commission.
7 Employment of persons *shall* be in accordance with §27018 of Title 17,
8 Guam Code Annotated.

9 (s) **Budget.** Prior to October 1st of each year, the Executive
10 Director *shall* prepare, for approval and consideration by the Commission, a
11 budget for the following fiscal year. Upon appropriation by the *I*
12 *Liheslaturan Guåhan*, the Commission *shall* make expenditures from this
13 budget for the purposes as stated.

14 (t) **Accounting Procedures.**

15 (1) **Cash Receipts.** A receipt *shall* be issued for all money
16 received by the Commission. The Executive Director, or designated
17 entity, *shall* oversee all money paid to the Commission. The
18 Executive Director *shall* keep appropriate books on behalf of the
19 Commission, and *shall* record in a cash receipt book a record of all
20 money received as stated in the law.

21 (2) **Cash Disbursements.** All cash disbursements *shall* be
22 supported by invoices or purchase orders. All cash disbursements
23 *shall* be recorded in the cash disbursement book.

24 (3) **Financial Reports.** Financial reports *shall* be prepared
25 and disseminated by the Executive Director in accordance to the
26 current applicable General Appropriations Act. A copy of each report

1 *shall* be furnished to the Commission Treasurer on or before the next
2 regular Commission meeting after submission.

3 (4) **Publications of the Commission.** The publications of
4 the Commission *shall* include, but *not* be limited to:

5 (A) a roster showing the name of each certificate
6 holder, which *shall* be revised annually;

7 (B) the complete current text of the laws, rules and
8 regulations governing educator certification; and

9 (C) the Annual Report of the Commission, which *shall*
10 be published *no later than* ninety (90) days after the end of the
11 fiscal year.

12 **§8104. Issuance of Certificates, General.**

13 (a) **Certificates, General.** The Certificates issued by the
14 Commission *shall* be those listed in these rules and regulations accompanied
15 by their specific certification requirements and subject to the provisions of
16 these rules and regulations.

17 (b) **Examination of General Knowledge.** All candidates for
18 Guam Professional Educator Certification, *except* for those listed in
19 Subsection (c) of this Section, *shall* take and pass the test of essential skills
20 in reading, writing, and mathematics known as PRAXIS I. Applicants *shall*
21 designate that the Guam Certification Office receive official test scores from
22 ETS. Guam's passing scores for PRAXIS are those scores for Guam as
23 published by ETS.

24 (c) **Exemption from Examination of General Knowledge**
25 **Requirement.** Candidates for the following certificates, due to their unique
26 specialization, *shall* be exempt from the Examination of General Knowledge
27 Requirement under Subsection (b) of this Section:

1 (1) all Certificates for *Chamorro* Language and Culture
2 under §8106 of this Chapter;

3 (2) all certificates issued for Basic Preschool provided under
4 §8107 of this Chapter; and

5 (3) all certificates issued for Career and Technical Education
6 under §8108 of this Chapter;

7 (d) **Examination of Specialization or Content Area Knowledge.**

8 Where applicable, candidates for Guam Professional Educator Certification
9 *shall* pass an appropriate test for content area knowledge. Where *no* content
10 area test has been approved by the Commission, Guam’s content test passing
11 score *shall* be the Praxis II test passing score adopted by the State of Hawaii
12 or a score reflecting eighty percent (80%) pass rate of the average maximum
13 range respectively.

14 (e) **Examination of Pedagogical Knowledge.** Candidates for
15 Guam Professional Teacher Certification *shall* pass a test for pedagogical
16 knowledge.

17 (f) **Certification Validity Date.** A certificate *shall* be valid from
18 the date that the certificate is issued by the Guam Certification Office. The
19 length of certification of that particular certificate *shall* be specified by
20 GCEC rule, unless revoked, suspended, or extended by the Commission.

21 (g) **Renewal of Expired Certification.** Any person holding an
22 expired Guam Professional Certification is subject to the following:

23 (1) if such certification expired five (5) years *or less* from
24 the date of application for reinstatement, such person *shall* complete
25 the requirements for recertification specified in regulations in effect
26 during the validity period of the expired certificate; *or*

1 (2) if such certification expired *more than* five (5) years from
2 the date of application for reinstatement, such certificate *shall not* be
3 eligible for renewal. The applicant must apply for initial certification
4 pursuant to current requirements.

5 (h) **Recency of Study.** All applicants seeking professional
6 certification must satisfy recency of study through one (1) of the following
7 routes:

8 (1) completion of six (6) semester hours or equivalent credits
9 in professionally related course work earned within five (5) years
10 preceding the date of application; *or*

11 (2) completion of *at least* one (1) full year of acceptable
12 school experience (teaching, administrative, or program specialist)
13 within five (5) years preceding the date of application while working
14 in one (1) of the fifty (50) states on a valid certificate issued by that
15 state.

16 (i) **Basis for Certification.** College credits or degrees to be
17 applied towards fulfilling certification requirements must be from accredited
18 colleges or universities of the United States, or any of its administrative
19 jurisdictions notwithstanding any provisions to the contrary contained in
20 these rules.

21 (j) **Transcripts.** Official transcripts, furnished by the college or
22 university, *shall* be the basis for determining the educational qualifications
23 of an applicant for certification. Transcripts *shall* be forwarded from the
24 university or college to the Guam Certification Office *or* by the applicant in
25 an unopened, unaltered envelope sealed by the registrar.

26 (k) **Continuing Education Units.** Continuing Education Units
27 (CEU) may be used for recertification. For re-certification purposes, three

1 (3) CEU will equal to one (1) semester credit. The CEU cannot be used for
2 degree credit requirements. For Continuing Education Units to be counted
3 for recertification, they must be acquired from a program affiliated with a
4 regionally accredited institution.

5 (l) **Holders of Degrees from NCATE-Accredited Institutions.**

6 Holders of degrees in teacher preparation awarded by an institution
7 accredited by the National Council for Accreditation of Teacher Education
8 (NCATE) *shall* be eligible for an Initial Educator Certificate.

9 (m) **Interstate Reciprocity.**

10 Individuals holding a valid state
11 teaching credential, such as a license or certificate, may qualify for an initial
12 Guam certificate with comparable endorsement areas provided such license
13 is issued by a state that has signed the NASDTEC Inter-State Agreement and
14 is a full credential without deficiencies; or holds national certification from
15 the National Board for Professional Teaching Standards (NBPTS).

16 (n) **Graduate of Foreign Institutions of Higher Learning.**

17 Graduates of foreign institutions of higher learning, to be granted a
18 certificate, must meet the Professional certification requirements of this
19 policy. The applicant's transcripts must be evaluated by an agency that is
20 capable of determining the country's educational system where the
21 coursework was completed. The list of agencies is available at the Guam
22 Certification Office. A credential evaluation report, including an
23 equivalency summary, is required. A course-by-course evaluation, including
24 the equivalency in United States semester credit hours and United States
25 grade equivalent, is necessary. A detailed report is required for the GCEC to
26 be able to determine if an equivalent teacher education program has been
completed.

1 (o) **Related Work Experience.** A statement signed by an
2 appropriate authorized official of a school district or other employing agency
3 *shall* be the basis for determining the experience qualifications of an
4 applicant for certification.

5 (p) **Guam History or Culture.** All persons issued an educational
6 professional certificate and who have *not* completed a three (3) semester
7 credit course in Guam history or culture *shall* complete one (1) such course
8 during the first year after certification. Failure to meet this requirement *shall*
9 constitute sufficient cause to cancel the certificate until the deficiency is
10 corrected.

11 (q) **Special Policy for Incumbents as of the School Year 1953-**
12 **54.** Holders of certificates by the Guam Department of Education as of the
13 School Year 1953-54 *shall* be given credit for years of successful experience
14 and for attendance at Guam Summer Institutes and normal school, provided
15 they were of *at least* six (6) weeks duration, and were operated by the
16 Department of Education. After that date, *only* college credits earned will be
17 credited toward certificates.

18 (r) **Masters Degree Equivalent for Certain Incumbents.** Those
19 incumbents of the Guam Department of Education who earned what is
20 known as “masters degree equivalent” status under the policies of the Guam
21 Education Policy Board between August 22, 1966 and August 8, 2007 *shall*
22 retain such a status for certification purposes.

23 (s) **Alternative Certification (Fast Track).** Individuals
24 participating in the concentrated course program focused on the Department
25 of Education certification requirements known and referred to as the “Fast
26 Track Teacher Certification Program” *shall* waive student teaching or
27 internship teaching requirements with evidence of two (2) years of

1 documented and verifiable teaching experience. Teaching experience *shall*
2 be scholastic in nature and include college/university, vocational, military,
3 business sector, or any other related area. Both years of teaching experience
4 must indicate satisfactory performance. [Pursuant to P.L. 29-02].

5 **§8105. Certificates for Teachers, General.**

6 (a) **Temporary Teaching Certificate.**

7 (1) **Minimum Qualifications.** A Temporary Teaching
8 Certificate may be issued to an applicant who presents evidence that
9 he or she has completed a Bachelor's degree and a passing score on
10 Praxis-I.

11 (2) **Length of Certification.** The length of certification of a
12 Temporary Teaching Certificate *shall* be two (2) years.

13 (3) **Renewability.** A Temporary Teaching Certificate may
14 be renewed one (1) time provided the applicant presents evidence of
15 the following:

16 (A) earned twelve (12) semester hours applicable to
17 the requirements of an Initial Educator Certificate, within the
18 certification validity period; and

19 (B) satisfactory performance evaluation.

20 (4) **Holders Issued Certificates Known as "Emergency"**
21 **by the Department of Education.** A holder of a certificate known as
22 an "Emergency" teaching certificate issued under Guam Education
23 Policy Board Policies 1000.21, 1000.22, 1000.24, 1000.25, 1000.27,
24 1000.144 or 1000.20(B) may be issued a Temporary Educator
25 Certificate under §8105(a) of this Chapter provided they meet the
26 minimal qualifications of the Temporary Educator Certificate and met
27 the applicable renewal requirements of the certificate issued under the

1 respective policies of the Board. Holders of Temporary Educator
2 Certificates issued under this Sub-rule *shall* be subject to renewal
3 requirements of the Temporary Educator Certificate.

4 **(b) Initial Educator Certificate.**

5 **(1) Minimum Qualifications.** An Initial Educator
6 Certificate may be issued to an applicant who presents evidence of the
7 following:

8 (A) earns a degree from an approved Educator
9 Preparation Program from an accredited college or university,
10 or from an approved Educator Preparation Program from a
11 recognized foreign institution of higher learning recognized by
12 the U.S. Council for Higher Education Accreditation (CHEA)
13 or its successors;

14 (B) for non-education preparation program graduates,
15 presents evidence of successfully completing the following
16 requirements: earns a degree from an accredited college or
17 university; or completion of an approved program (in content
18 area) from an accredited college or university; and completes
19 educational program aligned with Guam Professional Teacher
20 Standards;

21 (C) grade point average of 2.70 or higher; and

22 (D) successfully passes Praxis I and Praxis II
23 Principles of Learning (PLT) tests.

24 **(2) Length of Certification.** The length of certification for
25 an Initial Educator Certificate *shall* be three (3) years. The certificate
26 holder *shall* be required to work as an Initial Educator for two (2)
27 years in order to qualify for a Professional Educator Certificate.

1 (3) **Renewability.** An Initial Educator Certificate *shall not*
2 be renewable.

3 (c) **Professional Educator Certificate.**

4 (1) **Minimum Qualifications.** A Professional Educator
5 Certificate may be issued to an applicant who presents the following
6 evidence:

7 (A) fulfillment of all educational requirements for the
8 Initial Educator Certificate or the Initial Educator *Chamorro*
9 Language and Culture Teaching Certificate and provides
10 evidence of the following:

11 (B) completion of requirements related to Guam
12 History or Guam Culture;

13 (C) completion of sixty (60) clock hours of
14 professional activities;

15 (D) satisfactory performance evaluation and/or
16 completion of Professional Growth Plan as approved by on-site
17 administrator;

18 (E) completion of a one (1) year mentorship in a Guam
19 school; and

20 (F) completion of two (2) years as an Initial Certificate
21 Holder.

22 (2) **Length of Certification.** The length of certification for
23 a Professional Educator Certificate *shall* be five (5) years.

24 (3) **Renewability.** A Professional Educator Certificate *shall*
25 be renewable for any number of times. Within the length of
26 certification provided herein, a person issued a Professional Educator

1 Certificate *shall* be considered in good standing to retain such
2 certificate by presenting evidence of the following:

3 (A) completion of ninety (90) clock hours of
4 professional activities to include semester hours, Continuing
5 Education Units, or Professional Growth Plan requirements as
6 acknowledged by administrator on-site; and

7 (B) satisfactory performance evaluation.

8 (4) **Holders of Professional I Certificates Issued by the**
9 **Department of Education.** Notwithstanding Subsection (c) of this
10 Section, a Professional Educator Certificate may be issued to a holder
11 of a valid or recently expired “Professional I” Certificate issued under
12 Guam Education Policy Board Policies 1000.21, 1000.22, 1000.24,
13 1000.25 and 1000.27 who provides evidence of satisfactory teaching
14 and ninety (90) clock hours of professional activities within the
15 Professional I certification period.

16 (d) **Master Educator Certificate.**

17 (1) **Minimum Qualifications.** A Master Educator
18 Certificate may be issued to an applicant who presents evidence of the
19 following:

20 (A) he or she meets all educational requirements for
21 the Initial Educator Certificate and the Professional Educator
22 Certificate;

23 (B) has a minimum of at least five (5) years of
24 satisfactory teaching experience; and

25 (C) has earned a Master’s Degree and/or is a National
26 Board Certified Teacher.

1 (2) **Length of Certification.** The length of certification for
2 a Master Educator Certificate *shall* be ten (10) years.

3 (3) **Renewability.** A Master Educator Certificate *shall* be
4 renewable for any number of times. Within the length of certification
5 provided herein, a person issued a Master Educator Certificate *shall*
6 be considered in good standing to retain such certificate by presenting
7 evidence of the following:

8 (A) completion of one hundred twenty (120) clock
9 hours of professional activities, to include semester hours,
10 Continuing Education Units, or Professional Growth Plan
11 requirements as acknowledged by administrator on site, and

12 (B) satisfactory performance evaluation.

13 (4) **Holders of Professional II Certificates Issued by the**
14 **Department of Education.** A Master Educator Certificate may be
15 issued to a holder of a “Professional II” Certificate issued under Guam
16 Education Policy Board Policies 1000.21, 1000.22, 1000.24, 1000.25
17 and 1000.27 who provides evidence of satisfactory teaching and
18 ninety (90) clock hours of professional activities within the
19 Professional II certification period. No Master Educator Certificate
20 issued under this rule shall be renewed for an applicant who *does not*
21 provide evidence of having completed a Master’s degree.

22 (e) **Professional Endorsement for Specialty Areas.** Educators
23 wishing to certify in multiple content areas, or to add an additional area, are
24 able to apply for an endorsement on their existing certificate. To qualify for
25 an endorsement, the applicant must provide evidence of the successful
26 completion of fifteen (15) credit hours in the field. There will be an
27 additional charge for the endorsement which will last the term of the existing

1 certificate. Specialty areas for consideration are library science,
2 instructional technology, visually impaired, orientation and mobility, deaf
3 and hearing impaired, speech, media specialist, or other specialty areas as
4 approved by GCEC.

5 **§8106. Certificates for *Chamorro* Language and Culture**
6 **Teachers.**

7 (a) **Temporary *Chamorro* Language and Culture Teaching**
8 **Certificate.**

9 (1) **Minimum Qualifications.** A Temporary *Chamorro*
10 Language and Culture Teaching Certificate may be issued to an
11 applicant who presents evidence of completing thirty (30) semester
12 hours of college credit, to include *at least* six (6) semester hours of
13 *Chamorro* language; and proficiency in the language as established by
14 the *Chamorro* Studies Division of the Guam Department of
15 Education.

16 (2) **Length of Certification.** The length of certification of
17 the Temporary *Chamorro* Language and Culture Teaching Certificate
18 *shall* be two (2) years.

19 (3) **Renewability.** The Temporary *Chamorro* Language and
20 Culture Teaching Certificate may be renewed one (1) time provided
21 that evidence of satisfactory performance evaluation and proof of
22 having earned twelve (12) semester hours applicable to Initial
23 Educator and/or *Chamorro* Language & Culture Teaching Certificate
24 requirements within the certification validity period.

25 (b) **Basic Educator *Chamorro* Language and Culture Teaching**
26 **Certificate.**

1 (1) **Minimum Qualifications.** Basic Educator *Chamorro*
2 Language and Culture Teaching Certificate may be issued to an
3 applicant who:

4 (A) presents evidence of completing sixty (60)
5 semester hours of college credit to include at least twelve (12)
6 semester hours of *Chamorro* language; and

7 (B) demonstrates proficiency in the *Chamorro*
8 language as established by the Chamorro Studies Division of
9 the Guam Department of Education.

10 (2) **Length of Certification.** The length of certification of
11 the Basic Educator *Chamorro* Language and Culture Teaching
12 Certificate *shall* be two (2) years.

13 (3) **Renewability.** Basic Educator *Chamorro* Language and
14 Culture Teaching Certificate may be renewed any number of times
15 provided the certificate holder submits:

16 (A) evidence of satisfactory performance evaluation;
17 and

18 (B) evidence of six (6) or more semester hours of
19 college credit applicable to Initial Educator and/or *Chamorro*
20 Language and Culture Teaching Certificate requirements within
21 the validity of certificate.

22 (c) **Initial Educator *Chamorro* Language and Culture Teaching**
23 **Certificate.**

24 (1) **Minimum Qualification.** The Initial Educator *Chamorro*
25 Language and Culture Teaching Certificate may be issued to an
26 applicant who, in addition to meeting such certificate's minimum
27 experience and *Chamorro* Language requirements, presents evidence

1 of completing a Bachelor's degree and fulfilling the requirements for
2 educational credits.

3 (2) **Length of Certification.** The length of certification of
4 the Initial Educator *Chamorro* Language and Culture Teaching
5 Certificate *shall* be three (3) years.

6 (3) **Renewability.** The Initial Educator *Chamorro* Language
7 and Culture Teaching Certificate is non-renewable. The holder of a
8 *Chamorro* Language and Culture Teaching Certificate, on or before
9 expiration date, *shall* apply for Professional Certificate as per the
10 requirements in §8105 (c) of this Chapter.

11 **§8107. Certificates for Preschool Teachers.**

12 (a) **Basic Educator Preschool Certificate.**

13 (1) **Minimum Requirements.** An associate degree in early
14 childhood education; or an associate degree in a field related with
15 equivalent to a major relating to early childhood education, with one
16 (1) year experience teaching preschool-age children, or a
17 baccalaureate degree or advanced degree in early childhood
18 education, and has not taken and /or passed the PRAXIS I, or a
19 baccalaureate or advanced degree in a related field and coursework
20 equivalent to a major related to early childhood education and
21 experience teaching preschool-aged children and has not taken and/or
22 passed PRAXIS I. The degree must be from a U.S. regionally
23 accredited post-secondary learning institution.

24 (2) **Length of Certification.** The length of certification of a
25 Basic Educator Preschool Certificate *shall* be three (3) years.

26 (3) **Renewability.** The Basic Educator Preschool Certificate
27 may be renewed any number of times with evidence of satisfactory

1 performance evaluation; by the administrator; and fifteen (15) clock
2 hours of Head Start specific in-service professional development that
3 is classroom focused and regularly evaluated by the Head Start
4 program of the Guam Department of Education. The holder of a
5 Basic Educator Preschool Certificate, on or before the expiration date,
6 may apply for Initial Educator Certificate as per the requirements in
7 §8105 (c) of this Chapter.

8 **§8108. Certificates for Career and Technical Education**
9 **(CTE) Teachers.**

10 (a) **Temporary Career and Technical Education (CTE)**
11 **Teaching Certificate.**

12 (1) **Minimum Requirements.** The Temporary CTE
13 Teaching Certificate may be issued to an applicant who presents
14 evidence of graduation from high school or a GED equivalence, and
15 must have completed eight (8) years of full-time employment in a
16 recognized trade in the area of specialty.

17 (2) **Length of Certification.** The length of certification of a
18 Temporary CTE Teaching Certificate *shall* be two (2) years.

19 (3) **Renewability.** The Temporary CTE Teaching
20 Certificate may be renewed one (1) time with evidence of satisfactory
21 performance evaluation and completion of six (6) semester hours in
22 career and technical education.

23 (b) **Basic Career and Technical Education Teaching Certificate.**

24 (1) **Minimum Requirements.** The Basic CTE Teaching
25 Certificate may be issued to an applicant who presents evidence of
26 either of the following educational qualifications: completion of an
27 Associate Degree in the area of specialty and *at least* twelve (12)

1 semester hours of credit in CTE teaching methods, CTE curriculum,
2 CTE Assessment, CTE philosophy and CTE laboratory management;
3 *or*

4 completion of an Associate Degree in Education with at least
5 eighteen (18) credit hours in area of specialty and twelve (12)
6 semester hours in career and technical education.

7 (2) **Length of Certification.** The length of certification of a
8 Basic Career and Technical Education Teaching Certificate *shall* be
9 three (3) years.

10 (3) **Renewability.** The Basic Career and Technical
11 Education Teaching Certificate may be renewed any number of times
12 with evidence of satisfactory completion of at least twelve (12)
13 semester hours towards a Bachelor's degree in Basic Career and
14 Technical Education or in the area of specialty and satisfactory
15 performance evaluations.

16 (c) **Professional Career and Technical Education Teaching**
17 **Certificate.**

18 (1) **Minimum Requirements.** The Professional **Career and**
19 **Technical Education** Teaching Certificate may be issued to an
20 applicant who:

21 (A) presents evidence of a Bachelor's Degree in a
22 technical area of specialty, such as Industrial Technology,
23 Career and Technical Education, Technology Education,
24 Industrial Arts, or Engineering, and including *at least* twenty
25 four (24) semester hours in Career and Technical Education;
26 and

1 (B) presents evidence of either of the following: one
2 (1) year verifiable work related technical experience beyond the
3 apprenticeship or learner level in the area of the technical
4 specialty to be taught; *or* one (1) year recent successful teaching
5 experience in the technical specialty area for which the
6 candidate was professionally trained.

7 (2) **Length of Certification.** The length of certification of a
8 Professional Career and Technical Education Teaching Certificate
9 *shall* be five (5) years.

10 (3) **Renewability.** The Professional Career and Technical
11 Education Teaching Certificate may be renewed any number of times
12 by providing evidence of either of the following:

13 (A) six (6) graduate credits or six (6) professionally
14 related undergraduate semester hours; and satisfactory
15 performance evaluations; *or*

16 (B) eighteen (18) Continuing Education Units (CEU)
17 or a combination of academic credits and CEU completed
18 within the validity period of certificate and two hundred forty
19 (240) hours of relevant industry experience; and satisfactory
20 performance evaluations.

21 **§8109. Certificates for Reading Specialists.**

22 (1) **Minimum Qualifications.** A Reading Specialist
23 Certificate may be issued to an applicant who presents evidence that
24 he or she has passed the Praxis II (Reading Specialist -0300) exams
25 assessment; completed a Master's Degree in Language and
26 Literacy/Reading as aligned with International Reading Association
27 (IRA) standards; completed three (3) years of successful teaching

1 experience in the area of reading and/or language arts; and
2 successfully earned ninety (90) semester hours of supervised
3 internship or practicum within the Pre K – 12 levels.

4 (2) **Length of Certification.** The length of certification of a
5 Reading Specialist Certificate *shall* be five (5) years.

6 (3) **Renewability.** The Reading Specialist Certificate may
7 be renewed any number of times provided the holder presents
8 evidence of a satisfactory performance evaluation and the following
9 within the certification validity period:

10 (A) earned six (6) graduate credits related to the field
11 of literacy (i.e. reading, writing, English Second Language
12 (ESL), linguistics) that meet state-approved standards for
13 graduate level literacy courses; or

14 (B) ninety (90) clock hours of Professional Growth
15 activities aligned with IRA standards verified by site
16 administrator; or

17 (C) any combination of credits and professional
18 activities equivalent to ninety (90) clock hours.

19 **§8110. Certificates for School Administrators.**

20 (a) **Initial Administrator Certificate.**

21 (1) **Minimum Qualifications.** An Initial Administrator
22 Certificate may be issued to an applicant who presents evidence that
23 he or she has completed a Master's Degree; five (5) years of full-time
24 classroom teaching experience; completion of an approved school
25 administration program; and a passing score on the School Leaders
26 Licensure Assessment (SLLA). The passing score *shall* be determined
27 by the Commission.

1 The approved school administration program includes skills for
2 K-12 school level principal; and that it is aligned with the Guam
3 School Administrator Standards; or the program is from a college or
4 university within any of the fifty (50) states or administrative
5 jurisdictions, and whose advance degree has been awarded by an
6 institution accredited by the National Council for Accreditation of
7 Teacher Education.

8 (2) **Length of Certification.** The length of certification for
9 an Initial Administrator Certificate *shall* be three (3) years.

10 (3) **Renewability.** The Initial Administrator Certificate is
11 *not* renewable.

12 (4) **Mentorship Requirement.** During the certification
13 period and to be eligible for the Professional Administrator
14 Certificate, the holder of an Initial Administrator Certificate *shall*
15 provide evidence of completing a mentorship of *not less than* one (1)
16 year, during the initial certification period, in a Guam school.

17 (b) **Professional Administrator Certificate.**

18 (1) **Minimum Qualifications.** A Professional Administrator
19 Certificate may be issued to an applicant who presents evidence that
20 he or she has successfully completed all Initial Administrator
21 requirements; has completed three (3) years of school level
22 administrative experience; presents evidence of satisfactory
23 performance evaluation by the administrator; and has completed sixty
24 (60) hours of professional activities.

25 (2) **Length of Certification.** The length of certification for
26 a Professional Administrator Certificate *shall* be five (5) years.

1 (3) **Renewability.** The Professional Administrator
2 Certificate is renewable any number of times. The applicant *shall*
3 complete ninety (90) hours of professional growth activities; or
4 provide a Professional Growth Plan concurred by the appropriate
5 superintendent or immediate supervisor and/or satisfactory
6 performance evaluation by supervisor.

7 (4) **Special Policy for Holders of “Professional I”**
8 **Certificates Issued through the Guam Department of Education.**

9 All holders of certificates known as the “Professional I” Certificate
10 issued under the Guam Education Board’s policy known as “1000.41
11 Administration and Supervision Certification” *prior to* April 21, 2009
12 *shall* be considered to have met the pre-requisite requirements for a
13 Professional Administrator Certificate under these rules, *provided*
14 they met the renewal requirements of the Board’s said policy.

15 (c) **Master Administrator Certificate.**

16 (1) **Minimum Qualifications.** A Master Administrator
17 Certificate may be issued to an applicant who presents evidence that
18 he or she has successfully completed all Professional Administrator
19 requirements; has completed thirty (30) graduate credits in school
20 leadership or a related field beyond the Master’s Degree; presents
21 evidence of satisfactory performance approved by the administrator;
22 and has completed ninety (90) hours of professional activities.

23 (2) **Length of Certification.** The length of certification for
24 a Master Administrator Certificate *shall* be ten (10) years.

25 (3) **Renewability.** The Master Administrator Certificate is
26 renewable any number of times. A certificate holder *shall* provide
27 evidence of completing one hundred twenty (120) hours of

1 professional growth activities during the certification period; and
2 present evidence of satisfactory performance approved by the
3 administrator.

4 (4) **Special Policy for Holders of Master Certificates**
5 **Issued through the Guam Department of Education.** All holders of
6 certificates known as the “Professional II” or “Professional III”
7 certificate issued under the Guam Education Board’s policy known as
8 “1000.41 Administration and Supervision Certification” *prior to* April
9 21, 2009 *shall* be considered to have met the pre-requisite
10 requirements for a Master Administrator Certificate under these rules,
11 *provided* they met the renewal requirements of the Board’s said
12 policy.

13 **§8111. Endorsements for School Librarians.**

14 (a) **Temporary School Librarian Endorsement.**

15 (1) **Minimum Qualifications.** A Temporary School
16 Librarian Endorsement may be issued to an applicant who presents
17 evidence that he or she is a certified teacher with a minimum of five
18 (5) years of full-time teaching experience and has completed six (6)
19 semester hours in library science.

20 (2) **Length of Endorsement.** The length of endorsement for
21 a Temporary School Librarian Endorsement *shall* be two (2) years.

22 (3) **Renewability.** A Temporary School Librarian
23 Endorsement may be renewed two (2) times, *provided* that evidence
24 of satisfactory evaluations as a school librarian and an official
25 transcript which indicates six (6) semester hours toward professional
26 school librarian endorsement has been acquired.

27 (b) **Professional School Librarian Endorsement.**

1 (1) **Minimum Qualifications.** A Professional School
2 Librarian Endorsement may be issued to an applicant who presents
3 evidence that he or she is a certified teacher; has completed *at least*
4 twenty-four (24) semester hours of library science courses aligned
5 with American Library Association (ALA) and/or American
6 Association of School Librarians (AASL) standards (in classification
7 and cataloging; selection and acquisition of library materials;
8 library/media administration; reference services; application of library
9 automation and information access; internship or practicum) or has
10 received a certificate of completion from a certified library science
11 program from a regionally accredited university; presents evidence
12 that he or she has completed five (5) years of teaching experience; and
13 presents evidence of a satisfactory evaluation from the administrator.

14 (2) **Length of Endorsement.** The length of endorsement for
15 a Professional School Librarian Endorsement *shall* be the same as the
16 educator certificate held by the applicant.

17 (3) **Renewability.** A Professional School Librarian
18 Endorsement may be renewed any number of times, *provided* that he
19 or she presents evidence of satisfactory service as a school librarian;
20 completion of ninety (90) hours of professional activities, to include
21 semester hours in courses that will enhance the school librarian's
22 work (such as courses in specific content areas, education courses, and
23 library science courses); and Continuing Education Units, or
24 Professional Growth Plan requirements, as approved by the
25 administrator that have been acquired within the preceding five (5)
26 years.

27 §8112. **Certificates for School Counselors.**

1 (a) **Temporary School Counselor Certificate.**

2 (1) **Minimum Qualifications.** A Temporary School
3 Counselor Certificate may be issued to an applicant who presents
4 evidence that he or she has completed the following requirements:

5 (A) earned a Bachelor’s degree from a state approved
6 college/university in Education, Psychology, Social Work, or
7 field related to School Counseling; and

8 (B) successfully passed Praxis I (PST).

9 (2) **Length of Certification.** The length of certification for
10 a Temporary School Counselor Certificate *shall* be two (2) years.

11 (3) **Renewability.** A Temporary School Counselor
12 Certificate *shall not* be renewable.

13 (b) **Initial School Counselor Certificate.**

14 (1) **Minimum Qualifications.** An Initial School Counselor
15 Certificate may be issued to an applicant who presents evidence that
16 he or she has completed the following requirements:

17 (A) earned a Bachelor’s degree from a state approved
18 college/university in Education, Psychology, Social Work, or
19 field related to School Counseling;

20 (B) successfully passed Praxis I (PST) *and* Praxis II
21 (Counseling);

22 (C) completion of an approved graduate level program
23 in School Counseling as aligned with CACREP Common Core
24 Areas and School Counseling Domains; and

25 (D) internship in School Counseling with ninety (90)
26 hours of University/College supervised field-based counseling
27 experiences in K-12 settings.

1 (2) **Length of Certification.** The length of certification for
2 an Initial School Counselor Certificate *shall* be three (3) years.

3 (3) **Renewal Requirement.** An Initial School Counselor
4 Certificate *shall not* be renewable.

5 (c) **Professional School Counselor Certificate.**

6 (1) **Minimum Qualifications.** A Professional School
7 Counselor Certificate may be issued to an applicant who presents
8 evidence that he or she has completed the following requirements:

9 (A) earned a Master's Degree in School Counseling; *or*
10 meets all Initial School Counselor prerequisites and have an
11 advanced degree;

12 (B) successfully passed PRAXIS I (PST);

13 (C) two hundred (200) hours of supervised field-based
14 experiences in K-12 settings;

15 (D) two (2) years satisfactory School Counseling;

16 (E) a Professional Growth Plan acknowledged by a
17 site administrator; and

18 (F) one (1) year of satisfactory classroom teaching, *or*
19 three hundred sixty (360) hours of K-12 counseling related
20 classroom teaching/sessions.

21 (2) **Length of Certification.** The length of certification for a
22 Professional School Counselor Certificate *shall* be five (5) years.

23 (3) **Renewal Requirement.** A Professional School Counselor
24 Certificate may be renewed with the completion of ninety (90) hours of
25 professional counseling related activities within the five (5) year period; a
26 Professional Growth Plan acknowledged by a site administrator; and a
27 satisfactory performance evaluation.

1 (d) **Master School Counselor Certificate.**

2 (1) **Minimum Qualification.** A Master School Counselor
3 Certificate may be issued to an applicant who presents evidence that
4 he or she has completed the following requirements:

5 (A) earned a Master's Degree in School Counseling;

6 (B) seven (7) years satisfactory counseling in K-12
7 setting;

8 (C) two (2) years satisfactory classroom teaching in K-
9 12 settings, *or* seven hundred twenty (720) hours of K-12
10 counseling related classroom teaching/sessions; and

11 (D) fifteen (15) categorical graduate credits beyond the
12 Master's Degree in Counseling and/or related field (i.e.
13 education, psychology, etc.).

14 (2) **Length of Certification.** The length of certification for
15 a Master School Counselor Certificate *shall* be ten (10) years.

16 (3) **Renewal Requirement.** A Master School Counselor
17 Certificate may be renewed upon completion of one hundred twenty
18 (120) hours of professional counseling related activities within the ten
19 (10) year period; a Professional Growth Plan acknowledged by a site
20 administrator; and a satisfactory performance evaluation.

21 **§8113. Extension on Certification.**

22 (a) **Time Extension, General.** The Executive Director may grant
23 a one (1)-time extension of *up to* one (1) year in the time validity of an
24 educator certificate, in accordance with Subsections (b) and (c) of this
25 Section, to provide relief from the strict application of the terms of
26 requirements relating to educator certification renewal. However, the
27 Executive Director *shall not* grant an extension under this policy for the

1 requirements to complete a three (3) semester credit course in Guam history,
2 or Guam Culture, within the first year after the person's certification,
3 pursuant to §5105 of Title 17, Guam Code Annotated. Nor shall the
4 Executive Director grant extensions under this policy that are contrary to any
5 other law. Any individual granted an extension under this Section *shall*
6 complete all the requirements for recertification within the extension period.

7 (b) **Standing Committee on Appeals.** The GCEC *shall* establish a
8 standing committee on appeals for extension of certifications. The GCEC
9 chair *shall* appoint three (3) members to this committee.

10 (c) **Processing of Extension Requests.** All requests for extensions
11 must be submitted in writing to the GCEC Office.

12 (1) If the request is within his purview, the Executive
13 Director will act on it within five (5) working days.

14 (A) If recommended for approval, the Executive
15 Director will report the action to the Standing Committee on
16 Appeals. The approval must be countersigned by the GCEC
17 chair.

18 (B) If denied, the Executive Director will provide a
19 written explanation of the denial to the applicant. The applicant
20 can appeal to the GCEC Standing Committee on Appeals
21 within ten (10) working days of receipt of notice of denial.

22 (2) If it is *not* within the purview of the Executive Director,
23 it will be channeled to the Appeals Committee within five (5) working
24 days. The GCEC Administrator will forward the file (the request, the
25 rejection notice and any other pertinent information) to the Appeals
26 Committee. It will act on it within twenty (20) working days at the
27 Appeals Committee meeting and provide a recommendation to the

1 GCEC at the next regularly scheduled meeting. The Appeals
2 Committee may request to meet with the applicant.

3 (3) The GCEC will act on the recommendation of the
4 Appeals Committee at the next regular meeting following established
5 agenda guidelines:

6 (A) If denied, the educator has ten (10) working days
7 to exercise his/her right to a final reconsideration, by providing
8 additional documentation to the Appeals Committee via the
9 GCEC office.

10 (B) At the next regularly scheduled GCEC meeting,
11 the educator can make a five (5) minute presentation to the
12 GCEC that includes any additional factors that have *not* been
13 presented.

14 (C) If *no* additional documentation is provided, the
15 request for reconsideration is denied.

16 (D) The commission will vote on the final
17 reconsideration. The request for reconsideration *cannot* be
18 further appealed.

19 (d) **Reporting of Requests.** All actions by either the Executive
20 Director or the Appeals Committee on requests for extensions of certificates
21 must be reported at the regular GCEC meetings.

22 (e) **Length of Extensions.** All approved requests will follow the
23 established policies for length of extensions.

24 (f) **Conditions for Extension.** Every effort *shall* be made to make
25 the request within thirty (30) calendar days of the expiration of the
26 certificate date. The time extension provided in Subsection (a) of this
27 Section may be granted to any individual holding an educator certificate, *if*

1 one (1) of the conditions below applies to the certificate holder during the
2 validity period of the certificate:

3 (1) The certificate holder suffered a medical condition
4 which prevented him or her from satisfying the requirements
5 for renewal of his or her certificate, and such individual
6 provides written proof from a licensed physician that he or she
7 suffered such medical condition, including the duration of the
8 medical condition.

9 (B) The certificate holder has been on active duty in
10 the military and provides his or her form DD-214 verifying
11 dates of service preventing him or her from satisfying the
12 requirements for renewal of his or her certificate.

13 (C) Personal or immediate family member medical
14 expenses incurred by the certificate holder which were *not*
15 covered under a plan of health insurance caused financial
16 hardship on the certificate holder, preventing him or her from
17 meeting the financial requirements (i.e. tuition for courses) for
18 certificate renewal. For purposes of this Subsection, the holder
19 *shall* maintain, for review by the Commission, records, receipts
20 or letters from his or her insurance company, health care
21 provider or any other relevant entity indicating such financial
22 hardship.

23 (D) A Commission administrative problem prevented
24 the certificate holder from complying with the requirements for
25 renewal of his or her certificate, and the Executive Director of
26 the Commission determines that the administrative problem is
27 adequate to justify the extension.

1 (E) The certificate holder has been unable to secure
2 employment or experience relevant to a specific employment or
3 experiential requirement for renewal of his or her certificate,
4 and such inability has prevented him or her from satisfying
5 such requirement. For purposes of this Subsection, the holder
6 *shall* maintain a list of schools or school districts contacted,
7 including dates, and a detailed written explanation thereof.

8 (F) The certificate holder, because of extreme hardship
9 *or* other circumstances beyond his or her control was unable to
10 complete the requirements for renewal of certification. For
11 purposes of this Subsection, the Commission may require from
12 the certificate holder evidence of the extreme hardship.

13 **§8114. Fees.**

14 (a) **Disposition of Fees.** Fees collected for the issuance and
15 maintenance of educator certificates *shall* be used to carry out the goals and
16 objectives of the Guam Commission for Educator Certification, to include
17 the daily operations of the Guam Certification Office. Such fees may be
18 expended for, but *not* limited to; the following appropriation classifications:
19 Personnel Services; Operations; Utilities; and Capital Outlay.

20 (b) **Application Fee.** Every application for a certificate hereunder
21 *shall* be accompanied by an application fee. The application fee for review
22 for certification *shall* be equal to the certification fee. If the applicant for
23 initial certification fulfills all the requirements, the certification fee will be
24 reduced by fifty percent (50%). If the applicant needs to complete additional
25 requirements for certification, the application fee will be required upon
26 resubmission of the application. Out-of-state application fees will incur an
27 additional Twenty-Five Dollars (\$25.00) for evaluation. The application fee

1 for renewal of certificates *shall* be equal to the certification fee, with *no*
 2 reduction in the certificate fee. The cost for the certificate will be Five
 3 Dollars (\$5.00) per year regardless of the length of certificate. The
 4 application fee is non-refundable.

5 (c) **Endorsement Fee.** An endorsement of a second content area
 6 may be added to an educator certificate at any time during the term of the
 7 certificate. A temporary endorsement will be added to a certificate with
 8 evidence of six (6) credit hours in the content area and a payment of a Ten
 9 Dollars (\$10.00) fee. To receive a professional endorsement, the applicant
 10 must provide evidence of successful completion of *at least* fifteen (15) credit
 11 hours in the content *or* twenty-four (24) credits in the case of library science.
 12 The professional endorsement fee will be Twenty-Five Dollars (\$25.00) and
 13 will remain with the primary certificate through any renewal, with the
 14 payment of the additional fee.

15 Each certificate prescribed by this Rule *shall* be as follows:

CERTIFICATE CATEGORY	APPLICATION FEE	INITIAL CERTIFICATE	RENEWAL CERTIFICATE	LENGTH OF CERTIFICATE
Temporary	\$10.00	\$10.00	\$10.00	2 years
Initial Educator	\$15.00	\$15.00	NONE	3 years
Professional Educator	\$25.00	\$25.00	\$25.00	5 years
Master Educator	\$50.00	\$50.00	\$50.00	10 years
Temporary Chamorro	\$10.00	\$10.00	\$10.00	2 years
Basic Educator Chamorro	\$10.00	\$10.00	\$10.00	2 years
Initial Educator Chamorro	\$15.00	\$15.00	NONE	3 years
Basic Educator Preschool	\$15.00	\$15.00	\$15.00	3 years

Temporary CTE	\$10.00	\$10.00	\$10.00	2 years
Basic Educator CTE	\$15.00	\$15.00	\$15.00	3 years
Professional Educator CTE	\$25.00	\$25.00	\$25.00	5 years
Reading Specialist	\$25.00	\$25.00	\$25.00	5 years
Initial Administrator	\$15.00	\$15.00	NONE	3 years
Professional Administrator	\$25.00	\$25.00	\$25.00	5 years
Master Administrator	\$50.00	\$50.00	\$50.00	10 years
Temporary Library Endorsement	\$10.00	\$10.00	\$10.00	2 years
Professional Endorsement	\$25.00	\$25.00	\$25.00	Term of Teaching Certificate
Temporary Counselor	\$10.00	\$10.00	NONE	2 years
Initial Counselor	\$15.00	\$15.00	NONE	3 years
Professional Counselor	\$25.00	\$25.00	\$25.00	5 years
Master Counselor	\$50.00	\$50.00	\$50.00	10 years
Replacement			\$10.00	

1 **§8115. Disciplinary Action.**

2 (a) **Complaints.** Proceedings to suspend or to revoke an
3 individual's certificate may be initiated by any person who may press or
4 prefer charges of immoral or unprofessional conduct, evident unfitness for
5 teaching; evident unsatisfactory performance; persistent defiance of, and
6 refusal to obey laws, these rules and regulations, or the GCEC Educator
7 Code of Ethics.

8 (1) Any and all charges presented against holder of a
9 certificate must be made in writing, and *shall* be filed with the
10 Secretary of the Commission.

1 (2) All charges made *shall* include the following: the name
2 and address of the complainant and the accused, and a statement of
3 the complaint with facts supporting the allegation.

4 (3) Prior to any disciplinary action being taken, the
5 Commission may negotiate a settlement of the charges.

6 **(b) Summons and Complaint.**

7 (1) In the event the Commission determines that a probable
8 cause exists, the Legal Counsel of the Commission *shall* be requested
9 to prepare a summons and complaint.

10 (2) The summons and complaint *shall* be personally served
11 or mailed to the last known address of the individual holding a
12 certificate *at least* thirty (30) calendar days before the date fixed for
13 hearing. If mailed, a return receipt *shall* be requested.

14 (3) The summons and complaint *shall* show the time, place
15 and nature of the hearing, a statement of legal authority and
16 jurisdiction under which the hearing is to be held, reference to the
17 particular section of statutes and/or rules involved, and a short and
18 plain statement of the matters asserted. The notice of the summons
19 and complaint *shall* indicate that at any hearing the accused individual
20 registrant or firm holding a certificate *shall* have the right to appear in
21 person or be represented by counsel, or both, to cross-examine
22 witnesses in his or her or its defense and to produce evidence and
23 witnesses of his or her or its defense. If the accused person fails or
24 refuses to appear, the Commission may proceed to hear and determine
25 the validity of the charges. The notice *shall* be in substantial
26 compliance with the requirements of the laws of Guam.

1 (c) **Evidentiary Matters.** The Commission *shall* follow the
2 Administrative Adjudication Act on this matter.

3 (d) **Conduct of Hearing.** The Commission *shall* follow the
4 Administrative Adjudication Act wherein the Legal Counsel *shall* hear the
5 case and make recommendations to the Commission.

6 (e) **Decision of the Commission.** The Commission *shall* issue a
7 decision within thirty (30) calendar days of receipt of recommendation from
8 Legal Counsel

9 (f) **Discipline.** Upon order by the Commission in which the
10 accused is found guilty of the charges, the Commission may issue a
11 reprimand, suspend, or refuse to renew the individual's certificate; or revoke
12 certification immediately. At its discretion, the Commission may stay,
13 permanently or temporarily, the execution of its order conditioned on any
14 provision that the Commission believes appropriate under the circumstances
15 for the case.

16 **§8116. Code of Ethics.**

17 (a) **Educators.**

18 **PRINCIPLE I: Commitment to the Students.** The educator
19 strives to help each student realize his or her potential as a worthy and
20 effective member of society. The educator therefore works to
21 stimulate the spirit of inquiry, the acquisition of knowledge and
22 understanding, and the thoughtful formulation of worthy goals. In
23 fulfillment of the obligation to the students, the educator:

24 (1) *Shall* treat all students with respect and dignity.

25 (2) *Shall* provide students with opportunities for expansion
26 of ideas and support their varying perspectives.

1 (3) *Shall* make reasonable effort to protect students from
2 conditions harmful to learning, or to health and safety.

3 (4) *Shall* maintain a professional relationship with students.

4 (5) *Shall* maintain confidentiality of students obtained in the
5 course of professional service, *unless* disclosure serves a compelling
6 professional purpose or is required by law.

7 (6) *Shall not* deliberately suppress or distort subject matter
8 relevant to students' progress.

9 (7) *Shall not* intentionally expose students to embarrassment
10 or disparagement.

11 (8) *Shall not* on the basis of race, color, creed, sex, national
12 origin, marital status, political or religious beliefs, family, social or
13 cultural background, or sexual orientation, unfairly:

14 (A) exclude any student from participation in any program;

15 (B) deny benefits to any student; or

16 (C) grant any advantage to any student.

17 **PRINCIPLE II: Commitment to the Profession.** The education
18 profession is vested by the public with a trust and responsibility requiring
19 the highest ideals of professional service. In the belief that the quality of the
20 services of the education profession directly influences the nation and its
21 citizens, the educator *shall* exert every effort to raise professional standards;
22 to promote a climate that encourages the exercise of professional judgment;
23 to achieve conditions that attract persons worthy of the trust to careers in
24 education; and to assist in preventing the practice of the profession by
25 unqualified persons. In fulfillment of the obligation to the profession, the
26 educator:

1 (1) *Shall* act with integrity and treat all colleagues with
2 respect and dignity.

3 (2) *Shall* maintain the positive and professional image of
4 educators in the community.

5 (3) *Shall* maintain confidentiality of colleagues obtained in
6 the course of professional service, *unless* disclosure serves a
7 compelling professional purpose or is required by law.

8 (4) *Shall not* knowingly make false or malicious statements
9 about a colleague.

10 (5) *Shall not*, in an application for a professional position,
11 deliberately make false statements or fail to disclose a material fact
12 related to competency and qualification.

13 (6) *Shall not* misrepresent his/her professional qualifications.

14 (7) *Shall not* assist any entry into the profession of a person
15 known to be unqualified in respect to character, education, or other
16 relevant attribute.

17 (8) *Shall not* knowingly make a false statement concerning
18 the qualifications of a candidate for a professional position.

19 (9) *Shall not* accept any gratuity, gift, or favor that might
20 impair or appear to influence professional decisions or action.

21 (b) **Sanctions.** A major violation of any of these principles *shall*
22 subject the individual to revocation or suspension of the individual
23 educator's certificate, or other sanctions as stipulated by law or GCEC rule.

24 (c) **Commissioners Code of Ethics.**

25 The Guam Commission for Educator Certification is responsible for
26 ensuring the public that educators working in Guam's schools meet high
27 standards. Therefore, the Commissioners confirm their commitment to this

1 goal through high standards of behavior, recognizing the responsibility they
2 hold to the future of the island. The Code of Ethics is the guideline for the
3 behavior of standards of the Commissioners.

4 (1) Commission members *shall* maintain the integrity of
5 their position as representatives of the Guam Commission for
6 Educator Certification.

7 (2) Commission members will make every effort to be
8 prepared, punctual, in attendance at and participate in every
9 Commission meeting.

10 (3) Commission members who are representing agencies will
11 ensure that a representative will be designated to attend meetings; in
12 addition, the choice of designee will be consistent to maintain
13 continuity.

14 (4) Commission members will encourage the free expression
15 of opinion by all Commission and committee members, and staff,
16 while maintaining the confidentiality of personnel issues discussed in
17 committee, *or* as a Commission.

18 (5) Commission members *shall* conduct meetings in an
19 orderly manner, follow rules of order, and through their demeanor and
20 words, maintain the dignity of all Commission members. In addition,
21 any Commission member *shall* act as a spokesperson for the
22 Commission when specifically authorized to do so.

23 (6) Commission members *shall* work together with a sense
24 of collegiality and cooperation, both in their meetings as a whole, and
25 in subcommittees.

26 (7) Commission members will *not* use their position on the
27 Guam Commission for Educator Certification for personal

1 advancement or the advancement of those known to them.

2 (8) Commission members will maintain a spirit of
3 cooperation and keep open lines of communication with the Executive
4 Director and other personnel of the Guam Commission for Educator
5 Certification; with the Guam school system, both public and private;
6 and with the community at-large.

7 (9) Commission members will keep up-to-date on issues
8 dealing with educator certification, staff development, and current
9 educational research, in order to render decisions based on a review of
10 all aspects of the issues, including a balanced consideration of state
11 and local influences.

12 (10) Commission members will accept and abide by the Guam
13 laws that impact the legal and fiscal responsibilities of the Guam
14 Commission for Educator Certification.

15 **§8117. Reinstatement of Certification After Suspension.**

16 (a) **Petition for Reinstatement.** Upon petition of an individual
17 formerly holding a certificate, which has since been suspended, the
18 Commission may reissue a certificate, *provided* that a majority of the
19 members of the Commission vote in favor of such reissuance.

20 (b) **Commission Action.** The Commission, for reasons it may
21 deem sufficient, may reissue a certificate to any person whose certificate has
22 been suspended. Such reissuance *shall not* supersede prior Commission
23 decisions and recommendations as to any penalty, etc., taken for disciplinary
24 action.

25 (c) **Conflict and Bias.**

26 (1) A Commission Member *shall* be excused and *shall not*
27 vote in any action, disciplinary or otherwise, *if* the Commission

1 Member may be biased for or against a Respondent, *or* there may
2 exist a potential conflict of interest. If a potential conflict of interest
3 or bias exists, such determination *shall* be made by a majority vote of
4 the remaining Commission members.

5 (2) *If* a Commission member has a potential conflict, that
6 Commission member is obligated to disclose such a potential conflict.

7 **§8118. Severability.** *If* any of the Rules and Regulations, or any
8 part thereof, of the Commission promulgated under the provisions of the
9 rule-making authority for government of Guam agencies are found by the
10 courts to be invalid for any reason, the remainder *shall* continue in full force
11 and effect. Each Rule and/or any portion thereof *shall* be severable.

12 **§8119. Adoption and Amendment of Rules.**

13 (a) **Adoption of Rules.** Rules or regulations are adopted by this
14 Commission under the provisions of Chapter 27, 17GCA (Public Law 29-
15 73) governing the practice of professional educators in K-12 which may be
16 reasonably necessary for the proper performance of its duties and the
17 regulations of the proceedings before it. They must *not* be inconsistent with
18 the U.S. Constitution, the Organic Act or the laws of Guam and *shall* be in
19 compliance with the Administrative Adjudication Act.

20 (b) **Petition for Rule-Making.** Any person wishing to submit a
21 petition requesting the adoption, amendment or repeal of a rule or regulation
22 by the Commission *shall* address a petition to the Executive Director. The
23 container of the petition *shall* clearly bear the notation: RULE-MAKING
24 PETITION RE: and then the subject area. The petition must contain the
25 following information:

26 (1) an indication of the subject area to which the petition is
27 directed;

- 1 (2) either a draft of the proposed rule, or a summary of its
- 2 contents;
- 3 (3) reasons for proposal;
- 4 (4) effect on existing rules or orders;
- 5 (5) any data supporting the proposal;
- 6 (6) effect of the proposed rule on existing practices in the
- 7 area involved, including cost factors;
- 8 (7) names or a description of those most likely to be affected
- 9 by the proposed rule; and
- 10 (8) name and address of petitioner.

11 (c) **Timelines.** The Executive Director *shall* transmit the petition
12 to the Commission within ten (10) working days after receiving the petition.
13 The Commission *shall* make a decision on whether to grant or deny the
14 petition within fifty (50) calendar days. This Section *shall* be carried out in
15 accordance with §9307 of Chapter 9, Title 5, Guam Code Annotated.”

16 **Section 3. Effective Date.** This Act *shall* become effective upon its
17 enactment into law.