



NEW YORK STATE EDUCATION DEPARTMENT REQUIREMENTS

What you need to know...

Abstract

This document will discuss the new continuing teacher and leader education requirements as well as the registration requirements of the new law.

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The New Educational Law Requirements

New Educational Law

The New York State Department of Education (NYSED) has implemented Continuing Teacher and Leader Education (CTLE) effective July 1, 2016.

To Whom Does the New Law Apply?

This new law applies to

- A. Teachers with a *professional* certificate and
- B. Level III teaching assistants.

What Are the New Requirements?

1. Teachers possessing a *professional* certificate are required to complete 100 hours of professional development (PD) time within five years.
2. Level III Teaching Assistants are required to complete 100 hours of PD time within five years.
3. Teachers with a professional certificate and level III teaching assistants are responsible for maintaining a record of CTLE hours completed.

In addition, for ESL Professional Certificate or bilingual extension holders:

4. *At least 50%* of CTLE must be in:
 - a. Language acquisition content area alignment,
 - b. Best practices for co-teaching, and
 - c. Integrating language and content instruction.

Finally, **all other** Professional certificate holders and Level III teaching assistants must complete at least 15% of CTLE hours in:

5. Best practices for co-teaching (except TAs), and
6. Integrating language and content instruction.

While there is a waiver under part 154, the district does not have one at this time.

For additional information:

http://www.highered.nysed.gov/tcert/resteachers/Registration_CTLE.html

If you have additional questions and/or concerns, please contact the New York State Education Department.

Registration and Maintenance Requirements

Who Must Register?

The registration requirement applies to:

1. Teachers holding a permanent certificate
2. Teachers holding a professional certificate
3. Level III teaching assistants
4. Retirees seeking to maintain certification

When Must a Certificate Holder Register?

1. Certificate holders are to registration during the month in which they were born.
 - a. It is recommended that the certificate holder register as soon as possible.
 - i. PDP hours commence from the time one registers. Consequently, if one were to complete, for example, 10 PDP hours from September to November but the certificate holder registers in December, the hours that preceded the registration are *not* considered. Therefore, the 10 hours would be lost.

Where to Register

1. Certificate holders are to register via their personal TEACH account.
2. For account login and help visit: <http://www.highered.nysed.gov/tcert/teach/>

How Often Does a Certificate Holder Need to Register?

1. Registration must be renewed every five years.
 - a. This applies to retirees who wish to maintain their certification.

What is a Certificate Holder Fails to Complete the Registration Process?

If a certificate holder were to fail to register you would be declared “not certified” to be employed in any position requiring such certificates. Once declared “not certified” you will no longer be able to hold a position requiring a NYSED certification.

Help with a TEACH Account

Since registration must be completed via *TEACH* all holders of NYSED certificates must have a valid *TEACH* account in order to register. If you are having difficulty accessing your *TEACH* account, please contact the *TEACH* helpline at **518-486-6041**.

Entering Continuing Teacher and Leader Education hours

1. The certificate holder is required to track and update one’s own hours.
2. All hours applying to the 100 hour per five-year cycle are to be logged through My Learning Plan – <https://www.mylearningplan.com/Login.asp>.
 - a. The District is no longer reporting hours to the state. It is the responsibility of the individual certificate holder to maintain a record of one’s hours.