



## PROFESSIONAL TEACHING STANDARDS BOARD

2001 Capitol Ave.  
Emerson Building, Room #128  
Cheyenne, Wyoming 82002

tel: 307.777.7291  
toll free: 800.675.6893  
fax: 307.777.8718  
<http://wyomingptsb.com>

Date: August 2022

From: Brendan O'Connor, PTSB Executive Director

RE: Director's Memo

I hope you had some time this summer to take a break, and get a chance to relax and re-energize. The school year is rapidly approaching and I know everyone is feeling the stressors and pressures that accompany this time of year.

### **PROCESSING TIMES, CALL & EMAIL VOLUME**

The three PTSB Licensing Specialists have been diligently working throughout the summer to be sure your staff are properly licensed as quickly as possible. We are currently processing between 4-6 weeks from the date the application is received in our office.

We have been experiencing an increase in call and email volume which impacts our processing time. If your district or staff have questions about an application, please leave a voice message if calling – we get spammed with fake calls, and don't respond to calls with no message. Or just send an email. We will respond to messages and emails as quickly as possible.

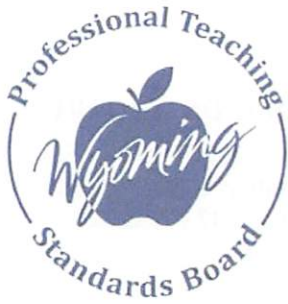
### **COMPUTER SCIENCE**

The 2022-2023 school year is when Computer Science courses need to be taught by educators holding a Computer Science endorsement. PTSB has approved seven CS programs at UW and six of the seven community colleges. Districts can use Exception Authorization Option #2 - Program Completion to get candidates enrolled into one of these 15-18 credit programs (or from other institutions across the nation if we have information on the program).

At their June 7th meeting, the Professional Teaching Standards Board directed staff to draft rules to allow for PTSB-approved micro-credentials as a means to adding endorsements in content areas. PTSB has partnered with WDE on their Computer Science micro-credential pilot since its inception. Secondary educators in the WDE Computer Science micro-credential pilot who complete the entire set of microcredentials and pass the Computer Science Praxis test will be eligible to add the Computer Science endorsement once the rules go through the promulgation process and are approved. These individuals can be placed in Exception Authorization Option #2 to allow them time to complete the series of micro-credentials.

### **LICENSE EXPIRATION DATES**

PTSB reminds educators that their license is their responsibility, but we realize many rely on their district to remind them of expiration dates. Please direct your staff to PTSB to answer



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questions about their expiration date or any other questions they may have about their license or permit.

Licenses can renew their licenses six (6) months prior to its expiration date. For the past few years, PTSB has been transitioning expiration dates to align with the educator's birthday. We are proactively changing expiration dates for the coming months and years, and it is a priority for completing this project this year. We are currently working on licenses that expire in February 2023 onward.

All licensees receive an email from our office notifying them of the change in their expiration date. As a reminder, all certificates are now in PDF format with the validity dates on the front; the educator can print you a copy for their personnel file if needed.

### **COACHING**

The changes to Coaching endorsements and permits were approved on May 4, 2022. Now there will be just one Coaching endorsement or one Coaching Permit and no Head or Assistant designations from PTSB. An individual can be hired as a head coach only for whichever sports are listed on the endorsement or permit, but they can be hired as an assistant coach for any sport whether it is listed or not.

At their June 7th meeting the Professional Teaching Standards Board provided the following additional clarification and direction for staff:

- Transitional Coaching Permits: All Transitional Coaching applicants will have 1 year to complete Care & Prevention of Athletic Injuries. This allowance should help accommodate scheduling this training for coaches. Transitional Coaches will receive a certificate so they may be hired and coach while completing Care & Prevention during the first year.
  - Upon completion of Care & Prevention, Transitional Coaches need to send PTSB a Certificate of Completion of this training for our records. They will continue to have the additional 2 years to complete any other requirements for the Coaching Permit.
  - The Transitional Coach Permit fee will only be charged once and will cover the full three years.

PTSB staff have been busy moving all former Assistant Coach endorsement holders (Licensed educators) to the new Coach endorsement. Now that we have direction from the Board we will be working on moving all former Assistant Coach Permit holders to the new Coach Permit.

Earlier this summer I spoke with WDE staff about not considering Coaches at all during next year's WDE 602 mis-assignment processes. They were amenable to this request since they know it will take PTSB staff some time to get the new Coaching designations adjusted. Districts will



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still need to report coaches on the WDE 602, but they will not be counted as a mis-assignment for the coming year to accommodate this change.

*I ask for your patience during this time as our three Licensing Specialists are working on all of the Coaching endorsements and permits while still processing all incoming applications during the summer as mentioned above. Moving the coaches to the new endorsements and permits is a manual process that will take some time, and we are working as quickly and efficiently as possible.*

### APPRENTICESHIP

PTSB has partnered with WDE on the Wyoming Teacher Apprenticeship Initiative. You've likely seen information about this from the Superintendent's Memos recently. This initiative is to help districts use current employees to obtain on-the-job training and college coursework that will lead to a Bachelor's degree in Education and to full licensure in Wyoming through PTSB to meet long-term staffing needs. Completing the apprenticeship will take about three years for those individuals who already have an Associate's degree.

### UPCOMING BOARD MEETINGS

The next regularly scheduled meeting will be held on Monday, October 17, 2022

### QUESTIONS/COMMENTS/CONCERNS

We are available and open to **all discussions that fall within the agency parameters of program approval, discipline, and licensure.** If you have any questions, comments, or concerns you would like to share with PTSB, please do not hesitate to contact our office. The PTSB is actively working to improve **dialogue**, implement changes **proactively**, be a **resource**, and **plan for the future** to meet our mission "to ensure that every student is served by competent, ethical educators, who meet rigorous performance standards" in Wyoming. Thank you for your continued support and partnership!

*Brendan N/O'Connell*