

Notice Number 2023-300

Rule Number Ed 505.09

<p>1. Agency Name & Address:</p> <p>Board of Education c/o Department of Education 25 Hall St. Concord, NH 03301</p>	<p>2. RSA Authority: <u>RSA 21-N:9, II(s)(4); RSA 186:11, X(b)</u></p> <p>3. Federal Authority: _____</p> <p>4. Type of Action:</p> <p>Adoption _____</p> <p>Repeal _____</p> <p>Readoption _____</p> <p>Readoption w/amendment <u> X </u></p>
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5. Short Title: **Credentialing Fees**

6. (a) Summary of what the rule says and of any proposed amendments including whether the rule implements a state statute for the first time:

The Board of Education is proposing to readopt with amendment Ed 505.09, relative to fees charged by the Bureau of Credentialing in the Department of Education. The following changes were made to the fees to account for the actual cost of services based on staff time:

- **Intern Authorization, previously \$120, now \$500;**
- **Statement of Eligibility, previously \$50, now \$120;**
- **Demonstrated Competencies-Materials, previously \$50, now \$120;**
- **School nurse license and renewal previously \$75, now \$120;**
- **Lapsed license reinstatement fee (previously called late renewal filing fee) previously \$50, now \$100;**
- **Credential verification letter, previously \$25, now \$50; and**
- **Emergency Authorization, previously \$120, removed from table.**

Additionally, the fee table was reorganized to put similar fees together, such as renewals and initial license fees. Redundant categories or fees that are no longer charged were eliminated, which include the National Level Master Teacher and the Demonstrated Competencies under Out of State License and the Demonstrated Competencies National/Regional exam/licensure.

6. (b) Brief description of the groups affected:

Groups affected are current educators, people who are applying to be first-time educators or looking to use any alternative pathway to teacher certification, school districts, and school administrators.

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

Rule	Statute
Ed 505.09	RSA 21-N:9, II(s)(4); RSA 186:11, X(b)

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Julie Shea** Title: **Administrative Rules Coordinator**
Mailing Address: **Department of Education** Phone #: **603-931-9133**
25 Hall St. Fax#: **N/A**
Concord, NH 03301 E-mail: **Julie.r.shea@doe.nh.gov**
TTY/TDD Access: Relay NH 1-800-735-2964 or dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified: **Friday, February 23, 2024**

Fax E-mail Other format (specify):

9. Public hearing scheduled for:

Date and Time: **Thursday, February 15, 2024, 12:00 pm**

Physical Location: **Granite State College Event Center, 25 Hall St., Concord, NH 03301**

Electronic Access (if applicable): **N/A**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant):

FIS # 23:288, dated 12/19/23

1. Comparison of the costs of the proposed rule(s) to the existing rule(s):

When compared to the existing rules, the proposed rules will increase costs to certain state citizens and revenue to Bureau of Credentialing restricted revenue by approximately \$143,500 per year.

2. Cite the Federal mandate. Identify the impact on state funds:

No federal mandate, no impact on state funds.

3. Cost and benefits of the proposed rule(s):

The Bureau of Credentialing undertook a time study to determine the actual staff time used in processing various types of applications. Upon completion of this study, it was determined that a rebalancing of fees was necessary to match the staff time needed. The proposed rules make the following changes to the fees to account for the actual cost of services based on staff time:

- Intern Authorization, previously \$120, now \$500
- Statement of Eligibility, previously \$50, now \$120
- Demonstrated Competencies-Materials, previously \$50, now \$120
- School nurse license and renewal previously \$75, now \$120
- Lapsed license reinstatement fee (previously called late renewal filing fee) previously \$50, now \$100
- Credential verification letter, previously \$25, now \$50
- Emergency Authorization, previously \$120, eliminated

In total, the proposed rules are expected to increase state restricted revenue and costs to certain state citizens by approximately \$143,500 per year:

Type	Current Fee	Proposed Fee	Difference	Estimated # Applications	Total Increase / (Decrease)
Intern Authorization	\$120	\$500	\$380	300	\$114,000
Statement of Eligibility	\$50	\$120	\$70	400	\$28,000
Demonstrated Competencies-Materials	\$50	\$120	\$70	50	\$3,500
School Nurse	\$75	\$120	\$45	100	\$4,500
Lapsed License Reinstatement	\$50	\$100	\$50	300	\$15,000
Credential Verification Letter	\$50	\$100	\$50	50	\$2,500
Emergency Authorization	\$120	\$0	(\$120)	200	(\$24,000)
TOTAL					\$143,500

A. To State general or State special funds:

See #3 above. There will be no cost or benefit to the State general fund.

B. To State citizens and political subdivisions:

See #3 above. There will be no cost or benefits to political subdivisions.

C. To independently owned businesses:

None.

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

This proposal does not mandate any new, expanded, or modified programs or responsibilities to any political subdivision in such a way as to necessitate additional local expenditures by the political subdivisions, and therefore does not violate Part I, Article 28-a of the New Hampshire Constitution.