

Readopt with amendment Ed 501.01, effective 10-5-20 (Document # 13100), cited and to read as follows:

PART Ed 501 PURPOSE AND DEFINITIONS

Ed 501.01 Purpose. The rules of this part implement the statutory responsibilities of the New Hampshire board of education to:

- (a) Develop and administer credential standards for educational personnel;
- (b) Develop continuing professional education requirements and prerequisites for the renewal or reinstatement of educator licenses;
- (c) Develop and administer a code of conduct for all credential holders and to inform members of the public of the code of conduct applicable to credential holders;
- (d) Specify unprofessional conduct which justifies disciplinary sanctions against credential holders;
- (e) Set forth the department's procedures and processes as it pertains to reviewing and assessing complaints, cases, and investigations; and
- (f) Provide oversight of adjudicatory proceedings required for discipline of credential holders while providing such with fair hearing practices and rights of appeal.

Readopt with amendment Ed 501.02, effective 7-1-23 (Document #13655), and renumber as Ed 501.02 and Ed 501.03, to read as follows:

Ed 501.02 Definitions A - H. Except where the context makes another meaning manifest, the following words shall have the meanings indicated when used in this chapter:

- (a) "Authorization" means permission for a person to serve in the role of a licensed educator prior to completing the licensure endorsement requirements for that role, or for a temporary period of time established by the document;
- (b) "Board" means the state board of education created by RSA 21-N:10;
- (c) "Bureau" means the bureau of credentialing, division of educator support and higher education, department of education;
- (d) "Case" means a complaint or report has been reviewed by the department and determined that the allegation within the complaint involves a credential holder and a possible violation of the educator code of conduct and might warrant an investigation;
- (e) "Clearance" means a document issued to bus drivers and candidates enrolled in a professional educator preparation program (PEPP) which reflects that the criminal history record check was completed pursuant to RSA 189:13-b and RSA 189:13-c, and none of the violations in RSA 189:13-a, V were found;
- (f) "Certificate" means the electronic or paper form of any type of credential issued by the board;
- (g) "Code of conduct" means the code of conduct for credential holders as outlined in Ed 510.01-Ed 510.05;
- (h) "College-level course" means a course of at least 3 credit hours from an institution of higher education accredited by a regional accrediting body approved by the U.S. Department of Education;
- (i) "Commissioner" means the commissioner, department of education;

(j) “Complaint” means information that has come to the attention of the department either through direct reporting or other means and alleges possible educator misconduct as defined by the educator code of conduct. The term also includes “report”;

(k) “Credential” means any authorization, statement, or license issued by the state board including, but not limited to, beginning educator license (BEL), experienced educator license (EEL), in process of licensure authorization (IPLA), intern authorization (IA), statement of eligibility (SOE), educational interpreter and transliterator license (EITL), paraeducator I and II license (PARA I & PARA II), school nurse I, II, and III license (SN I, SN II, and SN III), and master teacher license (MTL);

(l) “Credential holder” means any individual who holds a credential, as defined in Ed 501.02(k);

(m) “Credential verification request” means a request from a credential holder to fulfill a request for verification of a New Hampshire credential;

(n) “Career and technical education principal” means the individual who serves as the administrative and instructional leader of a career and technical education school;

(o) “Curriculum administrator” means the individual, other than the superintendent, who is responsible for the oversight of the entire curriculum, instruction, and assessment program of a school district or school administrative unit (SAU);

(p) “Degree” means a degree from an institution accredited by a regional accrediting body approved by the U.S. Department of Education;

(q) “Denial” means the refusal to grant a credential to an applicant;

(r) “Department” means the New Hampshire department of education;

(s) “Director” means the director, division of educator support and higher education, department of education;

(t) “District administrator” means the senior educational official of a school district or SAU with 400 or fewer total school-age enrollments and with no more than 2 public schools who provides the superintendent services identified in RSA 194-C:4 and Ed 302;

(u) “Division” means the division of educator support and higher education, department of education;

(v) “Education administrator” means a person who provides building-, district-, or SAU-level administrative services at the pre-K, elementary, or secondary level including a superintendent, assistant superintendent, principal, assistant principal, special education administrator, curriculum administrator, career and technical education principal, and district administrator, as outlined in Ed 506;

(w) “Educational interpreter and transliterator” means a person licensed by the board who facilitates communication between individuals who are deaf or hard of hearing, or who use signed language as a primary mode of communication, and individuals who are hearing;

(x) “Educational organization” means a public school, an SAU, a school district, a chartered public school, public academy, or a nonpublic school;

(y) “Educational specialist” means a person who provides non-instructional services, or provides specialized instructional services outside of the classroom, to students at the pre-K, elementary, or secondary level including a library media specialist, school counselor, school counseling director, school nurse, school psychologist, school social worker, and specialist in assessment of intellectual functioning;

(z) “Educator” means education administrators, educational specialists, instructional specialists, teachers, paraeducators, educational interpreter and transliterator, and school nurses;

(aa) “Endorsement” means the area specified on a credential that indicates the role for which the credential holder is authorized for employment; and

(ab) “Experience” means full-time employment in a specific educator role, or equivalent to full-time, and does not include time in a role requiring a credential if the educator did not hold the required credential.

Ed 501.03 Definitions I - Z. Except where the context makes another meaning manifest, the following words shall have the meanings indicated when used in this chapter:

(a) “Instructional specialist” means a person who provides specialized instructional support to teachers and others who provide direct instruction to children at the pre-K, elementary, or secondary level, including reading and writing specialist, digital learning specialist, and elementary mathematics specialist for grades K-6;

(b) “In process of licensure authorization (IPLA)” means the authorization issued by the bureau to a school district or SAU to employ a non-credentialed educator who is in the process of licensure to fill a vacancy as specified in Ed 504.05;

(c) “Intern authorization” means the authorization granted to an applicant pursuant to Ed 504.03 to perform educational services while working under a bureau approved development plan as outlined in Ed 505.06;

(d) “Investigation” means that the department has credible evidence to support and is conducting an official inquiry to determine whether a violation of the educator code of conduct has occurred;

(e) “License” means the document issued when an applicant meets full licensure requirements;

(f) “Licensure” means the official recognition by the board that an individual has met all requirements and is approved to practice in an endorsement area(s);

(g) “Nonrenewal” means the department has prohibited an educator whose credential has expired from renewing any credentials or applying for any new credentials, to satisfy or complete a disciplinary action;

(h) “Paraeducator” means a person who works under the supervision of a teacher or other appropriate licensed education professional to provide specialized or concentrated non-initial instructional support to students at the pre-, elementary, or secondary level and may be licensed by the board;

(i) “Principal” means the individual who serves as the administrative and instructional leader of a school;

(j) “Reprimand” means a note related to conduct in the file of a credential holder, which does not rise to the level of a suspension or revocation of a credential, which can be used in the event of a subsequent investigation;

(k) “Revocation” means the department has permanently rescinded a credential from a credential holder or clearance holder;

(l) “School nurse” means a licensed nurse holding a board-issued credential to provide health services in accordance with RSA 200:29;

(m) “Senior educational official” means the top executive in an educational organization who makes the key decisions on spending, staffing, and other education policies;

(n) “Special education administrator” means the individual who is responsible for oversight of the entire special education staff and program at the district or SAU level;

(o) “State” means any state of the U.S., the District of Columbia, the Commonwealth of Puerto Rico, a Trust Territory of the Pacific Islands, or any territory or possession of the U.S. The term also includes the US. Department of Defense Education Activity (DODEA);

(p) “Statement of eligibility (SOE)” means a credential issued by the department that indicates that an individual has successfully met the entry requirements to seek employment and begin the site-based licensing plan described in Ed 505.06;

(q) “Superintendent” means the individual serving in the role of executive officer of the local school district(s) within the SAU and providing superintendent services as outlined in RSA 194-C:4 and Ed 302;

(r) “Surrender” means when a credential holder offers to voluntarily give up the possession of a credential;

(s) “Suspension” means the department has rescinded a credential from a credential holder for a specified period of time;

(t) “Student” means an individual who is enrolled or participating in any class or program from preschool through grade 12, or any “adult student” as specified in Ed 1102.01(f), at any school or education institution except as otherwise noted in these rules; and

(u) “Teacher” means a person who plans, provides, and assesses direct instruction to children at the pre-K, elementary, or secondary level in a content area specified in Ed 507. “Teacher” does not include paraeducator.