**Timpanogos Academy LEA Specific Educator License Policy**

**Policy #5205**

**Approved: 5-13-2021**

**Purpose and Philosophy**

Under Utah Code 53E-6-201, an individual employed in a position that requires licensure by the Utah State Board of Education (USBE) must hold the license appropriate to that position. The following licenses have been designated by the USBE: (1) associate educator license; (2) professional educator license, (3) LEA-Specific educator license. LEA means Local Education Agency. Timpanogos Academy is its own district, and is the LEA.

An individual who does not meet the requirements for a professional or associate educator license, but meets the criteria set forth in this policy may be issued an LEA-Specific educator license, license area, or endorsement. A LEA-Specific license, license area, or endorsement is only valid at Timpanogos Academy.

Requirements for a professional educator license or an associate educator license are found in State Board Rule R277-301. This policy identifies requirements for a Timpanogos Academy LEA-Specific license.

**Procedures**

A candidate seeking to obtain an LEA-Specific license at Timpanogos Academy shall:

1. Submit a letter of interest and resume to the Principal.
2. If selected for consideration, further documents will be requested to make certain the candidate meets all state board rules required to obtain an LEA-Specific license.
3. If the above requirements are met, the candidate will then be considered for the position.
4. If selected to receive an LEA-Specific license for Timpanogos Academy, the candidate must complete a background check in accordance to board rule R277-214.

**Education Preparation and Support**

1. Educators with an LEA-Specific license:
   1. will be assigned a mentor.
   2. will be given the following trainings within the first year
      1. Educator Ethics
      2. Classroom Management/Instruction
      3. Basic special education law and instruction
      4. Utah Effective Teaching Standards described in board rule R277-530

**License Areas**

Timpanogos Academy will consider application for elementary and fine arts areas only.

**Renewal**

The first renewal of an LEA-Specific Licenses must be granted by the board of trustees. The board may also choose to deny or grant subsequent renewals.

**Expiration**

An LEA-specific license or endorsement is valid for one to three years at the discretion of the school board and expires immediately if the educator's employment with Timpanogos Academy is terminated.

**Notification**

Notification of the following will be posted on the Timpanogos Academy website:

1. the school may employ individuals holding LEA-Specific Licenses, license areas, or endorsements
2. percentage of the types of licenses by educators employed in the school based on FTE in CACTUS
3. a link to the educator look up tool provided by USBE