

8/30/21

ELA Teaching Assignment

Conditional Certificate -- Mrs. Wendy Harvey

When requesting a conditional certificate, districts will verify that **all of the following criteria** have been met:

- **The district, educational service district, or approved private school has determined that the individual is competent for the assignment; and**

Yes! The applicant has 14 years of teaching experience at the college level, including teaching the following courses: essay writing, technical writing, & introduction to literature. Mrs. Harvey earned a BA degree in English with a minor in Spanish and a Master's Degree in Creative Writing with an emphasis on poetry.

- **After specific inclusion on the agenda and a formal vote, the school board or educational service district board has authorized the conditional certificate; and**

This is an action item on the Davenport School Board's special meeting agenda – Aug. 30, 2021

- **The individual is being certificated for a specific assignment and responsibility in a specified activity/field; and**

OSPI will issue a conditional teaching certificate for Mrs. Harvey with an ELA/English Secondary Endorsement. This certificate will be valid for two school years.

- **The individual will be delegated primary responsibility for planning, conducting, and evaluating instructional activities; and**

Mrs. Harvey will serve as a middle school and high school ELA teacher. She will be the primary person responsible for planning, conducting, and evaluation instructional activities in our TK program.

- **The individual will not be serving in a paraeducator role; and**

Mrs. Harvey will not be serving as a paraeducator. She will become a certificated employee.

- **The individual will be oriented and prepared for the assignment. In addition, prior to service, the individual will be apprised of any legal liability, the responsibilities of a professional educator, the lines of authority, and the duration of the assignment; and**

Mr. Prewitt & Mr. Kowalkowski will review the following with Mrs. Harvey:

- Duties of Teachers: Staff Handbook
- What Every Employee Needs to Know Training
- Code of Professional Conduct
- Lines of Authority
- Duration of Assignment

- The individual will be assigned a mentor within twenty working days from the commencement of the assignment:

Mentors:

- **Mrs. Tauyna Van Pevenage**
- **Mrs. Jennifer Hargrave**

- A written plan of support will be developed within twenty working days from the commencement of the assignment.

Requirements for individuals holding a conditional certificate:

Individuals will be required to complete **50 clock hours**, or the equivalent in credits or Professional Growth Plans (PGPs) (document), subsequent to the issuance, and prior to the reissuance, of the certificate.

Validity period:

Conditional certificates have a **validity period of two years**.

Reissuance:

No change in policy in reissuances for conditional certificates—they may be reissued at district request as long as the original requirements for the issuance of the certificate are met.



District Request for Conditional Certificate 4025 - Step 7 of 8



You are requesting a Conditional Certificate.

Affidavit:

- When requesting the conditional certificate, the district, the educational service district, or the approved private school will verify that all of the following criteria have been met:
- The district, educational service district, or approved private school has determined that the individual is competent for the assignment; and
 - After specific inclusion on the agenda and a formal vote, the school board or educational service district board has authorized the conditional certificate; and
 - The individual is being certificated for a specific assignment and responsibility in a specified activity/field; and
 - The individual will be delegated primary responsibility for planning, conducting, and evaluating instructional activities; and
 - The individual will not be serving in a paraeducator role; and
 - The individual will be oriented and prepared for the assignment. In addition, prior to service, the individual will be apprised of any legal liability, the responsibilities of a professional educator, the lines of authority, and the duration of the assignment; and
 - The individual will be assigned a mentor within twenty working days from the commencement of the assignment; and
 - A written plan of support will be developed within twenty working days from the commencement of the assignment.

Once you have answered the question click on the Next button.

- Continue - Please continue the wizard.
- Cancel - Please cancel the wizard.

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