EDUCATOR MENTORING & LEA-SPECIFIC LICENSE POLICY

1. LEGAL AUTHORITY/REQUIREMENT

- R277-301 *Educator Licensing*

2. PURPOSE AND PHILOSOPHY

The USBE Superintendent may issue InTech-specific educator licenses, areas of concentration, and endorsements to educators who are recommended by the InTech Governing Board under this policy and in accordance with USBE state licensing rule.

This policy outlines the required parameters of InTech specific licensing and mentoring programs that will be available to less experienced educators.

3. DEFINITIONS

a) "LEA" means a local education agency, governed by an independent board;

   i) For the purpose of this policy; LEA refers to "InTech" or InTech's Governing Board

4. LEA-SPECIFIC LICENSES

a) In line with the *Utah Effective Teaching Standards*, InTech administration shall provide preparation and support for educators holding InTech-specific licenses, including:

   i) Training during the educators' first year of employment on

      (1) Educator ethics
      (2) Classroom management and instruction
      (3) Basic special education law and instruction
      (4) *Utah Effective Teaching Standards*

   ii) Mentoring as described in this policy

b) InTech may employee educators under an LEA-specific license:

   i) Upon the recommendation of the Executive Director, which shall include

      (1) a rationale for the request
      (2) a determination that the educator possesses relevant content knowledge and basic pedagogical skill, as determined by the Executive Director

   ii) Subject to compliance with the requirements of USBE rule

   iii) Who meet the general requirements for an LEA specific license, including:

(1) Completion of a criminal background check
(2) Completion of an educator ethics review within one calendar year
(3) Approval by the InTech Governing Board in a public meeting no more than 60 days prior to the application

c) The InTech Governing Board makes application on behalf of the candidate(s) for an LEA-specific license, license area, or endorsement

i) And may do so for any license areas of concentration except “Special Education”

d) An InTech-specific license ,license area, or endorsement is valid

i) only within employment at InTech, and expires immediately upon termination of employment with InTech
ii) for one, two, or three years in accordance with the InTech Governing Board’s application

e) The first renewal of an LEA-specific educator license, license area, or endorsement shall be approved or denied by the USBE and subsequent renewals may be approved by the USBE on a case by case basis

f) InTech shall prominently post the following information on the school’s website

i) Disclosure of the fact that the school employs individuals holding LEA-specific educator licenses, license areas, or endorsements,
ii) The percentage of the types of licenses, license areas, and endorsement held by educators employed in the school based on the employees’ FTE in CACTUS, and
iii) A link to the Utah Educator Look-up tool

5. MENTORING PROGRAM

a) InTech shall provide a mentoring program that provides a trained mentor educator and annual mentoring plan

i) For educators holding an associate educator license
ii) For at least two years for LEA-specific educator license holders,
iii) For educators holding a professional educator license with less than three years of experience

b) A trained mentor educator shall hold a professional educator license and shall, where possible

i) Perform substantially the same duties as the educator with release time to work as a mentor, or
ii) Be assigned as an instructional coach or equivalent position

c) A trained mentor educator shall assist the educator to meet the *Utah Effective Educator Standards*, but may not serve as an evaluator of the educator

d) InTech’s mentoring program shall include:

i) A formal professional learning plan and InTech support in meeting the requirements of a professional license area, and
ii) If the educator holds an InTech-specific educator license, on-going training on educator ethics and special education

Document History

28 May 2026	Added LEA-specific license area of concentration
24 Sept 2020	Policy Origination