

3512.0505 DIRECTORS OF COMMUNITY EDUCATION.

Subpart 1. **Scope.** A person who serves as a district director or assistant director of community education must hold a license as a director of community education.

Subp. 2. **License requirement.** An applicant recommended for licensure as a director of community education must:

A. hold a baccalaureate degree from a regionally accredited institution; and

B. satisfactorily complete a board-approved preparation program leading to licensure of directors of community education or obtain approval for licensure under part 3512.2600.

Subp. 3. **Program requirement.** A licensure program for directors of community education must consist of a minimum of 20 semester hours, or the equivalent, and must provide a licensure candidate with the knowledge, skills, and dispositions in the subjects listed in part 3512.0510, subparts 1 and 5.

The candidate must complete a field experience, including at least 320 clock hours in an administrative position supervised by a licensed practicing director of community education. During the field experience, the candidate must apply the knowledge and skills under part 3512.0510, subparts 1 and 5. A person prepared in another state as director of community education may substitute one year of experience as a districtwide director of community education in another state for the field experience.

Subp. 4. **Institutional requirement.** An institution applying to the board for approval of a licensure program for directors of community education must comply with part 3512.2500. An institution with a board-approved program must describe how the institution evaluates the experience and preparation of licensure applicants in the areas listed in subpart 3. Representatives from college departments involved with the licensure program and licensed practicing directors of community education must participate in the evaluation. The evaluation must result in a plan for the applicant to complete the knowledge, skills, and dispositions listed in subpart 3 and may reduce the required college credits an applicant needs to be recommended for licensure.

Subp. 5. **Situational observation component.** A board-approved licensure program for directors of community education must require a person to demonstrate mastery of the program knowledge, skills, and dispositions in part 3512.0510 as part of the exit evaluation. The exit evaluation must focus on knowledge, skills, and dispositions in the competencies for school administrators under part 3512.0510 and may include objective examinations, portfolio reviews, and observations.

Subp. 6. **Issuance and renewal of licenses.** The board must issue a license according to part 3512.2000. The board must renew a continuing license according to part 3512.2300.

Subp. 7. [Repealed, 44 SR 1385]

Subp. 8. **Continuing license.** The board must issue a continuing license to a person who was issued an initial license between July 1, 1984, and July 1, 1990, based upon one year of experience

and who continues to hold an initial license if the person completes one year of experience as either a part-time or full-time director of community education as verified by the employing superintendent of schools. The person must renew subsequent continuing licenses according to part 3512.2300.

Subp. 9. [Repealed, 44 SR 1385]

Statutory Authority: *MS s 122A.14; 125.05; L 1993 c 224 art 12 s 34; L 1996 c 412 art 9 s 14; L 2006 c 263 art 2 s 20*

History: *21 SR 804; L 1998 c 397 art 11 s 3; 33 SR 658; 44 SR 1385*

Published Electronically: *June 25, 2020*