

## Probationary Teacher Qualification Guidance-House Bill 597/Senate Bill 436

### Background:

On May 18, 2021, House Bill 597/Senate Bill 436(HB-597/SB-436) was signed into law with an effective date of July 1, 2021. HB-597/SB-436 **requires MSDE to regulate on** certain qualifications for probationary employment for an individual applying for the first time to be a child care teacher for children **who are at least three (3) years old**; requiring a child care center at the end of a 6-month probationary period to terminate or reassign an individual who has not completed the required pre-service training.

### Probationary Teacher Qualifications:

The probationary employment qualifications allow an individual to be employed as a child care teacher during a probationary period if the individual:

- (1) A. holds an associate degree or a bachelor's degree in:
    1. Early Childhood Education;
    2. Elementary Education;
    3. Child Development;
    4. Home Economics;
    5. Nursing;
    6. Social Work;
    7. Special Education; or
    8. A related field approved by the department;
  - B. is enrolled in an approved 90 hour preservice training;
  - C. is enrolled in an approved Americans with Disabilities Act (ADA) training; and
  - D. completes the required 90 hour preservice and ADA training within 6 months of being hired.
- 
- (2) A. holds an associate degree or a bachelor's degree in any field other than the ones listed above;
  - B. has successfully completed at least 45 hours of the 90 hour preservice training;
  - C. is enrolled in an approved ADA training;
  - D. is enrolled in the remaining required 45 hours of the pre-service training; and
  - E. completes the required 45 hour preservice and ADA training within 6 months of being hired.

### OCC Staff Instructions:

1. Obtain the staff qualification documents for the prospective child care teacher.
2. Evaluate the documents to determine if the prospective child care teacher meets the criteria for the probationary status.
3. Enter the preservice information into CCATS.
4. Complete the Personnel Qualification Evaluation (PQE) noting the probationary status and the expiration date six months from the hire date. **See attached example.**
5. Complete the regional Probationary Teacher Qualification (PTQ) google sheet.
6. Upon receipt of documentation of the completion of the required training an updated PQE must be completed.
7. If the required training is not received at the end of the probationary period, notify the center by email that the staff person is no longer qualified to be a teacher.  
The regional PTQ must be monitored and updated as necessary.