

# Henderson County Schools

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July 20, 2020

To: Henderson County Board of Education

From: Jinger Carter, Director of Human Resources

RE: Approval of One-Year Certification for School Media Librarian

This is a request for approval of a one-year certification for a school media librarian. The new library media specialist is enrolled in the program and has completed nine hours toward the additional certification. She currently has a Rank 1 and is adding to her certifications.

In order for the Educational Professional Standards Board (EPSB) to issue this certificate, the board must verify the following:

District Verification (pursuant to 16 KAR 2:130):

- I hereby request the issuance of a one-year approval for the position of school media librarian for the teacher named above. In support of this request and in accordance with the regulations of the Education Professional Standards Board, under the obligation of our official oath, I, as the local school superintendent, and the members of the local board of education declare the following statement to be true:
  - a. A fully-certified school media librarian is not available for the position.
  - b. The school media librarian will be provided released time within the first four weeks of the school term to participate in a practicum of one (1) week designed to allow him/her to demonstrate competencies in administration and organization of school library media programs.

Additionally, the application has the teacher verify the following has/will occur:

- The one-week practicum has been developed with the college to be completed. I understand that two additional one-week practicum experiences shall be required for completion of the endorsement program.
- I understand that the first renewal of the approval shall require completion of an additional 9 semester hours in library science selected from the curriculum contract and shall include the coursework to satisfy competencies in the areas of administration and reference. Each renewal thereafter shall require completion of 9 semester hours of additional coursework selected from the curriculum contract until the endorsement program has been completed.

Thank you for your consideration of this request.