

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 3:090. Request to Waive Certified Teaching Experience Requirements for Admission to a Principal Preparation Program for Erica Trammell

Action Question:

Should the Education Professional Standards Board (EPSB) approve the request to waive the admission and certification requirement?

Applicable Statute or Regulation:

KRS 156.160, KRS 161.028, KRS 161.027, 16 KAR 3:090, 16 KAR 9:080

History/Background:

Existing Policy: 16 KAR 3:090 establishes the preparation and certification requirements for all advanced educational leaders. Section 2 of the regulation outlines the prerequisites for admission to all advanced educational leadership certification programs. These prerequisites include qualifications for a Kentucky teaching certificate, admission to the approved preparation program on the basis of criteria developed by the Educator Preparation Provider pursuant to 16 KAR 5:010, Rank II, and completion of at least three years of full-time, documented teaching experience in a public school or a nonpublic school which meets the state performance standards, or which has been accredited by a regional or national accrediting association. 16 KAR 3:090, Section 9(5)(b) also requires three years of teaching experience to be issued the principal certificate.

Summary: Western Kentucky University has submitted a waiver on behalf of Erica Trammel, a candidate for admission to the alternative administrator program for school principal. Western Kentucky University requests a waiver of the requirement of three-years of certified teaching experience for admission to the program and issuance of the principal certificate. Ms. Trammel served as an educator at the Appalachian Challenge Academy (ACA) from 2012-2016. She fulfilled the full responsibilities of a Kentucky classroom teacher by designing and implementing standards-aligned lesson plans for diverse learners in public schools across Kentucky, maintaining classroom discipline, fostering a safe learning environment, and regularly assessing student progress. In 2016, she was promoted to Academic Supervisor/Lead Instructor at ACA and remained in that role until 2023. In July 2023, House Bill 244 reverted her administrative role back to a full-time teaching position. Western Kentucky University is requesting that the EPSB accept Ms. Trammel's experience to allow her to be admitted to the preparation program and issued the principal certificate.

Budget Impact: There is no budgetary impact.

Contact Person:

Sharon Salsman, Assistant Director
Division of Educator Preparation and Certification
Office of Educator Licensure and Effectiveness
(502) 564-4606
Email: sharon.salsman@education.ky.gov