



Sydnee Dickson, State Superintendent of Public Instruction

Phone: (801) 538-7500

November 10, 2022

To the Wasatch Front Consortium APPEL program:

The Utah State Board of Education conducted a review of the Wasatch Front Consortium Alternate Pathway to Professional Educator License (APPEL) program in November 2022 and found several candidate files to be in violation of the recommendation criteria established in Board Rule R277-304 Teacher Preparation Programs. As such, the Wasatch Front Consortium APPEL program is out of compliance with Board Rule.

This letter is to notify you the Wasatch Front Consortium APPEL program will be placed on probationary status effective immediately and will need to comply with the following corrective action plan:

- USBE will review 100% of files for candidates who have been recommended for professional licensure to date. If the candidate's file is found to be out of compliance with Board rule, the candidates will have until June 1st to meet the professional license requirements. If the requirements are not met by June 1st, 2023, then the candidate's professional license will be reverted to any previous license until remediation is met. After approval from USBE staff, program candidates may be recommended for professional license once all requirements have been met and appropriately documented.
- For any candidate's file that is found to be out of compliance with Board rule, USBE staff will provide a detailed list of which areas are deficient and offer feedback to the APPEL program on how to improve the deficiency.
- Timeline for 10 recommended educators' files:
 - Wasatch Front Consortium APPEL program must deliver all candidate files for the 10 recommended educators to USBE no later than December 1, 2022.
 - USBE will review all files and provide detailed feedback to Wasatch Front Consortium APPEL within 15 business days of receipt.
 - Wasatch Front Consortium APPEL will have 15 business days excluding winter break (December 22, 2022 – January 6, 2023) to respond to USBE feedback, providing a plan to address deficiencies and any additional documentation.

Date: 11/27/2023

Draft: n/a

Contact Person/Email: Malia Hite, malia.hite@schools.utah.gov

250 East 500 South | P.O. Box 144200 Salt Lake City, UT 84114-4200 Phone: (801) 538-7500

This is for consideration during the December 8, 2023 Law & Licensing Committee meeting.

Rule/Statute: R277-114, R277-301, R277-304



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- USBE will review the files of the next 20 candidates the program recommends before candidates are approved for professional license. If the candidate’s file is found to be out of compliance with Board rule, USBE staff will provide a detailed list of which areas are deficient and feedback on how the program can improve the deficiency.
- Timeline for all future recommended educators’ files:
 - USBE will review submitted files and provide detailed feedback to Wasatch Front Consortium APPEL within 15 business days of receipt.
 - Wasatch Front Consortium APPEL will have 15 business days to respond to USBE feedback, providing a plan to address deficiencies and any additional documentation.
 - USBE will award a professional educator license for candidates who meet all requirements and are appropriately documented.
- USBE will remove Wasatch Front Consortium APPEL from probationary status when 95% of the most recent 20 recommended candidates will be approved on first review.
- USBE will meet with the APPEL Director, as requested by Wasatch Front Consortium APPEL Director, to review findings and provide support and guidance on plans for remediation.
- The APPEL Director is required to attend the monthly Utah State Board of Education APPEL Director meetings or watch a recording of the meeting, when available.

We appreciate your attention to this corrective action. If you have questions about completing this compliance requirement, please feel free to contact our USBE APPEL team, APPEL@schools.utah.gov.

Camilla Capella
APPEL Program Monitor

Andrew Grove
APPEL Program Support

Lisa McLachlan
Educator Preparation Coordinator

Sincerely,

Malia Hite, Ed.D.
Executive Coordinator of Educator Licensing

cc: Charter Directors for Wasatch Front Consortium APPEL Charters
Board Chairs for Wasatch Front Consortium APPEL Charters

Draft: n/a

Contact Person/Email: Malia Hite, malia.hite@schools.utah.gov

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