



Massachusetts Department of Elementary and Secondary Education

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Jeffrey C. Riley
Commissioner

July 20, 2018

Dear Massachusetts Educator:

The purpose of this letter is to notify you of the new Sheltered English Immersion (SEI) Endorsement requirements applicable to career vocational technical educators, and to provide you with information about SEI Endorsement courses that will be available to career vocational technical educators during 2019. These courses are intended to support career vocational technical educators in their efforts to earn the SEI Endorsement. **This letter does not indicate that you are assigned to the 2019 SEI Cohort. If you are assigned to the Cohort, you will be notified via a separate communication in August of 2018.**

As you may know, in 2012, as part of the Department's Rethinking Equity and Teaching for English Language Learners (RETELL) initiative, the Board of Elementary and Secondary Education (Board) adopted regulations that require "core academic teachers" who provide sheltered English instruction to English learners (ELs), and administrators who supervise or evaluate these teachers, to obtain the SEI Endorsement.¹ Since 2012, nearly 60,000 educators in the Commonwealth have earned the SEI Endorsement.

While the 2012 regulations require core academic teachers who provide instruction to ELs in career vocational technical programs to obtain the SEI Endorsement, they did not require "career vocational technical teachers" to obtain it. Career vocational technical teachers provide instruction to ELs in career vocational technical subjects such as automotive technology, carpentry, and culinary arts. On June 26, 2018, the Board approved amended regulations that extend the SEI Endorsement requirements to career vocational technical teachers who provide instruction to ELs, and those administrators who supervise or evaluate them.²

Specifically, the amended regulations at 603 CMR 14.08(2) state that, "[t]he cohort of all career vocational technical teachers who instructed English learners during the 2017-2018 school year, and principals, assistant principals, and supervisors/directors who supervised or evaluated such teachers, **must earn the appropriate SEI Endorsement by July 1, 2021.** Members of the cohort who fail to earn an SEI endorsement by July 1, 2021, shall not be eligible to advance or renew their license under 603 CMR 4.00, 603 CMR 7.00, and 603 CMR 44.00 until such

¹ Core academic teachers include "early childhood and elementary teachers, teachers of students with moderate disabilities, teachers of students with severe disabilities, and teachers of the following academic subjects: English, reading or language arts, mathematics, science, civics and government, economics, history, and geography." 603 CMR 14.07(5).

² For a copy of the amended regulations adopted by the Board, please visit the Department's website at: <http://www.doe.mass.edu/bese/docs/fy2018/2018-06/item3.html>.

members earn an SEI endorsement; provided however, upon a showing of hardship, the Department may grant a member of the cohort an extension of time beyond July 1, 2021.” (emphasis added). For more information regarding the hardship provision, please visit the Department’s website at <http://www.doe.mass.edu/retell/>

In addition to the requirements applicable to the career vocational technical educators in the cohort described above, the amended regulations also state that, “[s]tarting on July 1, 2021, any career vocational technical teacher who is assigned to provide sheltered English instruction to an English learner shall either hold the SEI Teacher Endorsement, or is required to earn such endorsement within one year from the date of the assignment.” 603 CMR 14.08(3). Similarly, “[s]tarting on July 1, 2021, no principal, assistant principal, or supervisor/director shall supervise or evaluate a career vocational technical teacher who provides sheltered English instruction to an English learner unless such principal, assistant principal, or supervisor/director holds the SEI Teacher Endorsement or the SEI Administrator Endorsement, or will earn either endorsement within one year of the commencement of such supervision or evaluation.” 603 CMR 14.08(4).

Cohort Assignment and Pathways to Obtain SEI Endorsement

If you are a career vocational technical teacher who had one or more ELs in your classroom during the 2017-2018 school year, you must earn the SEI Teacher Endorsement by July 1, 2021. Likewise, if you are a principal, assistant principal or supervisor/director who supervised or evaluated one or more career vocational technical teachers of ELs during the 2017-2018 school year, you must earn the SEI Administrator Endorsement by July 1, 2021. Career vocational technical educators can earn the SEI Endorsement through one of the following pathways:

- **No-cost SEI Endorsement Courses (restricted):** One pathway for educators to obtain the SEI Endorsement is to take and pass the Department’s SEI Endorsement teacher course. The Department is in the process of hiring vendors to provide the SEI Endorsement course to career vocational technical educators **in the cohort** at no cost for a limited period of time. There may be opportunities for career vocational technical educators not in the cohort to fill course vacancies, if any are available. More information regarding this is listed below.
- **For-cost SEI Endorsement Courses through Approved Vendors:** The Department is aware that there are career vocational technical educators who did not have ELs during SY 2017-2018. Therefore, any career vocational technical educators who do not successfully enroll in a no-cost course but who may desire or in the future may be required to earn the SEI Endorsement, may take one of the approved for-cost SEI Endorsement vendor courses. A list of currently approved for-cost vendors can be found at <http://www.doe.mass.edu/retell/for-cost.html>.
- **SEI MTEL:** Educators who take and pass the SEI MTEL are eligible to receive the SEI Endorsement. Information about the test, including registration procedures and preparation materials, can be found at <http://www.doe.mass.edu/retell/sei-mtel/default.html>.
- **Possession of an ESL license:** Educators who possess an ESL license are automatically eligible for the SEI Endorsement and will receive it once they apply. Information about licensing can be found at <http://www.doe.mass.edu/licensure/>.

- **Transcript review:** Educators who have previously completed graduate-level coursework that they believe may qualify them for the SEI Endorsement may request a transcript review from the Licensure Office at <http://www.doe.mass.edu/licensure/endorsements/sei-how-to-apply.pdf>.

Important Milestones for No-Cost SEI Endorsement Courses

The Department will hire vendors to provide SEI Endorsement courses in Spring 2019 and Fall 2019 to educators in the cohort described in 603 CMR 14.08(2). Registration for those courses will initially be open only to members of the cohort. Ten days before the end of each registration period, registration will be open to career vocational technical educators who are not assigned to the cohort. Career vocational technical educators who have not been assigned to the cohort can take advantage of this opportunity to earn SEI Endorsement at no cost by successfully completing the course. However, educators should be aware that space may be limited and priority will be afforded to educators assigned to the cohort. Below is a list of important dates for the no-cost SEI Endorsement courses. (Please note: The dates below are approximate and may change.)

- First letter to individual educators alerting them of their assignment to the cohort based on SY 2017-2018 data from the beginning of the school year: August 24, 2018.
- Second letter to individual educators alerting them of their assignment to the cohort based on SY 2017-2018 end of the year data: October 15, 2018.
- Registration for both Spring 2019 and Fall 2019 courses open exclusively to members of the cohort:
 - Spring 2019 Registration: October 29, 2018 – January 25, 2019
 - Fall 2019 Registration: October 29, 2018 – September 25, 2019
- Registration opens for Spring 2019 courses to non-cohort career vocational technical educators (if space available): January 15-25, 2019
- Spring 2019 courses begin: February 4, 2019
- Registration opens for Fall 2019 courses to non-cohort career vocational technical educators (if space available): September 15-25, 2019
- Fall 2019 courses begin: September 30, 2019

Further Communications with Career Vocational Technical Educators

The Department will continue to provide updates to career vocational technical educators regarding the courses and other relevant information. Therefore, it is crucial for educators to keep the contact information in their ELAR accounts up to date. All communications moving forward will be directed to the educators' **personal** email or mailing address based on their **ELAR** account. Educators may experience difficulties receiving information if their ELAR account is not accurate.

We hope that you find this information helpful. We thank you for all you do for ELs in the Commonwealth. Please contact Diana Gentile (dgentile@doe.mass.edu) if you have questions that are not answered by this communication. For questions about who is required to be SEI Endorsed or other license-related topics, please contact the Office of Educator Licensure at 781-338-6600.

Sincerely,
Paul Aguiar, Director, Office of Language Acquisition