

Upgrade Checklist: Level I to a Level 2 License

2018-2019 Davis District Requirements

- Attend: **Support Group**
Attend a minimum of 7 classes yearly and complete reflection assignment.
- Attend: **Evaluate Davis Elementary Lecture Series (EDEL)**
Attend a minimum of 4 classes yearly and complete reflection assignment.
- Attend: **Elementary Level 1 Educator Training**
- Complete: **Suicide Prevention Training, Part I and Part II**
This must be completed within the license cycle.
- Complete: **Background Check and Fingerprinting**
- Complete: **Ethics Review**
- Successfully Pass: **Praxis Principles of Learning and Teaching (PLT)**
Grades K-6 (Test #5622) OR Early Childhood (Test #5621)
- Teach: **Three years on a Level I license in an accredited Utah school**
Out-of-state: teach for one year in an accredited Utah school if two out-of-state years are recognized by USBE.
- Portfolio** requirement accomplished through **Evaluate Davis**:
 - **Self-Assessment with Reflection**, occurs yearly in Evaluate Davis
 - **Administrator Observations**, 4 each year recorded in Evaluate Davis
 - **Satisfactory Mid-Year Summative Evaluation**, occurs yearly in Evaluate Davis
 - **Satisfactory End-of-Year Summative Evaluation**, occurs yearly in Evaluate Davis
- Meet: with your **Principal**. Bring with you:
 - **Davis Level 1 Upgrade form**
 - **Suicide Prevention Online Certificate**
 - **Proof of attendance at Suicide Prevention live session**
- Turn in: **Davis Level 1 Upgrade form** to Jocelyn Heyne in HR no later than **June 20th**.
- Print: Your **Level 2 License** after receiving an email to complete the upgrade process.