



#267-22

Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #267-22

DATE: November 18, 2022
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **Special Education Training Requirement for License Renewal- Effective January 1, 2023**

The 2021 Virginia General Assembly passed Senate Bill 1288 that amended Section [22.1-298.1](#) of the *Code of Virginia*. Every person seeking renewal of a license as a teacher shall complete training in the instruction of students with disabilities that includes (i) differentiating instruction for students depending on their needs; (ii) understanding the role of general education teachers on the individualized education program team; (iii) implementing effective models of collaborative instruction, including co-teaching; and (iv) understanding the goals and benefits of inclusive education for all students. The Board of Education *Licensure Regulations for School Personnel* have also been amended to conform to the *Code of Virginia*. The revised licensure regulations will become effective January 1, 2023.

To meet the requirements, the Virginia Department of Education Office of Special Education and Student Services has developed two free online modules that will satisfy the competencies of the requirement. The Office of Licensure and School Leadership has determined that both modules must be completed for renewal of a teaching license. This two-part module training is available on the [Office of Licensure website](#). The first module, [Meaningful IEP Online Training](#), satisfies competency ii. The second module, [Evidence-Based Instruction: Strategies and Inclusive Practice](#), satisfies competencies i, iii, and iv. Individuals completing the modules should print a copy of each certificate of completion for verification.

Please note the certificates are fillable PDFs and the completer's name and the date should be typed on the certificate. Each module has a value of five professional development points. Questions or concerns relating to the modules should be directed to Special Education Instruction via email at spedinstruction@doe.virginia.gov.

Effective January 1, 2023, school divisions submitting requests for license renewal on behalf of employees will be required to verify the completion of both the Meaningful IEP Online Training and the Evidence-Based Instruction: Strategies and Inclusive Practice modules. Effective January 1, 2023, an individual requesting license renewal must submit the certificates of completion for both modules with their license renewal application.

For more information

Questions regarding licensure should be directed to Maggie M. Clemmons, Director, Licensure and School Leadership, by email at Maggie.Clemmons@doe.virginia.gov or telephone at (804) 371-2471. Questions regarding instructional programs for students with disabilities should be directed to Dr. Zenia Burnett, Director, Special Education Instructional Services, via email at Zenia.Burnett@doe.virginia.gov or telephone at (804) 225-2707.

JB/JJ/mmc