

# Texas Register

Volume 18, Number 47, June 18, 1993

Page 3899-4017

## In This Issue...

### **Governor**

#### **Appointments Made June 7, 1993**

|  |      |
|--|------|
| East Texas State University Board of Regents .....               | 3909 |
| Texas Woman's University Board of Regents.....                   | 3909 |
| Texas Board on Aging .....                                       | 3909 |
| Texas Racing Commission .....                                    | 3909 |
| Firefighters' Relief and Retirement Fund Board of Trustees ..... | 3909 |

#### **Appointments Made June 9, 1993**

|                                   |      |
|-----------------------------------|------|
| Texas Historical Commission ..... | 3909 |
|-----------------------------------|------|

#### **Appointments Made June 11, 1993**

|  |      |
|--|------|
| Texas State Board of Medical Examiners.....        | 3909 |
| Texas Real Estate Commission.....                  | 3909 |
| 189th Judicial District Court, Harris County ..... | 3909 |

### **Emergency Sections**

#### **Texas Incentive and Productivity Commission**

##### **Productivity Bonus Program**

|  |      |
|--|------|
| 1 TAC §§275.1, 275.5, 275.11, 275.17 ..... | 3911 |
|--|------|

### **Proposed Sections**

#### **Texas Incentive and Productivity Commission**

##### **State Employee Incentive Program**

|                     |      |
|---------------------|------|
| 1 TAC §273.27 ..... | 3913 |
|---------------------|------|

##### **Productivity Bonus Program**

|  |      |
|--|------|
| 1 TAC §§275.1, 275.5, 275.11, 275.13, 275.17 ..... | 3913 |
|--|------|

#### **Texas Commission on the Arts**

##### **Texas Arts Plan**

|                    |      |
|--------------------|------|
| 13 TAC §35.1 ..... | 3914 |
|--------------------|------|

#### **Texas Education Agency**

##### **Technology**

|  |      |
|--|------|
| 19 TAC §§65.1-65.4 .....                         | 3914 |
| 19 TAC §§65.10, 65.20, 65.25, 65.30, 65.35 ..... | 3915 |

##### **Instructional Resources**

|                     |      |
|---------------------|------|
| 19 TAC §67.97 ..... | 3916 |
|---------------------|------|



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CONTENTS CONTINUED INSIDE

**Volume 18, Issue Number 47, Part I**

## Texas Register



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## How to Use the Texas Register

**Information Available:** The 10 sections of the *Texas Register* represent various facets of state government. Documents contained within them include:

**Governor** - Appointments, executive orders, and proclamations.

**Attorney General** - summaries of requests for opinions, opinions, and open records decisions.

**Secretary of State** - opinions based on the election laws.

**Texas Ethics Commission** - summaries of requests for opinions and opinions.

**Emergency Sections** - sections adopted by state agencies on an emergency basis.

**Proposed Sections** - sections proposed for adoption.

**Withdrawn Sections** - sections withdrawn by state agencies from consideration for adoption, or automatically withdrawn by the *Texas Register* six months after the proposal publication date.

**Adopted Sections** - sections adopted following a 30-day public comment period.

**Open Meetings** - notices of open meetings.

**In Addition** - miscellaneous information required to be published by statute or provided as a public service.

Specific explanation on the contents of each section can be found on the beginning page of the section. The division also publishes cumulative quarterly and annual indexes to aid in researching material published.

**How to Cite:** Material published in the *Texas Register* is referenced by citing the volume in which the document appears, the words "TexReg" and the beginning page number on which that document was published. For example, a document published on page 2402 of Volume 18 (1993) is cited as follows: 18 TexReg 2402.

In order that readers may cite material more easily, page numbers are now written as citations. Example: on page 2 in the lower-left hand corner of the page, would be written "18 TexReg 2 issue date," while on the opposite page, page 3, in the lower right-hand corner, would be written "issue date 18 TexReg 3."

**How to Research:** The public is invited to research rules and information of interest between 8 a.m. and 5 p.m. weekdays at the *Texas Register* office, Room 245, James Earl Rudder Building, 1019 Brazos, Austin. Material can be found using *Texas Register* indexes, the *Texas Administrative Code*, section numbers, or TRD number.

### Texas Administrative Code

The *Texas Administrative Code (TAC)* is the official compilation of all final state agency rules published in the *Texas Register*. Following its effective date, a rule is entered into the *Texas Administrative Code*. Emergency rules, which may be adopted by an agency on an interim basis, are not codified within the *TAC*. West Publishing Company, the official publisher of the *TAC*, releases cumulative supplements to each printed volume of the *TAC* twice each year.

The *TAC* volumes are arranged into Titles (using Arabic numerals) and Parts (using Roman numerals).

The Titles are broad subject categories into which the agencies are grouped as a matter of convenience. Each Part represents an individual state agency. The *Official TAC* also is available on WESTLAW, West's computerized legal research service, in the TX-ADC database.

To purchase printed volumes of the *TAC* or to inquire about WESTLAW access to the *TAC* call West: 1-800-328-9352.

The Titles of the *TAC*, and their respective Title numbers are:

1. Administration
4. Agriculture
7. Banking and Securities
10. Community Development
13. Cultural Resources
16. Economic Regulation
19. Education
22. Examining Boards
25. Health Services
28. Insurance
31. Natural Resources and Conservation
34. Public Finance
37. Public Safety and Corrections
40. Social Services and Assistance
43. Transportation

**How to Cite:** Under the *TAC* scheme, each section is designated by a *TAC* number. For example in the citation 1 TAC §27.15:

1 indicates the title under which the agency appears in the *Texas Administrative Code*; *TAC* stands for the *Texas Administrative Code*; §27.15 is the section number of the rule (27 indicates that the section is under Chapter 27 of Title 1; 15 represents the individual section within the chapter).

**How to update:** To find out if a rule has changed since the publication of the current supplement to the *Texas Administrative Code*, please look at the *Table of TAC Titles Affected*. The table is published cumulatively in the blue-cover quarterly indexes to the *Texas Register* (January 22, April 16, July 13, and October 12, 1993). In its second issue each month the *Texas Register* contains a cumulative *Table of TAC Titles Affected* for the preceding month. If a rule has changed during the time period covered by the table, the rule's *TAC* number will be printed with one or more *Texas Register* page numbers, as shown in the following example.

TITLE 40. SOCIAL SERVICES AND ASSISTANCE  
Part I. *Texas Department of Human Services*  
40 TAC §3.704.....950, 1820

The *Table of TAC Titles Affected* is cumulative for each volume of the *Texas Register* (calendar year).

**Update by FAX:** An up-to-date *Table of TAC Titles Affected* is available by FAX upon request. Please specify the state agency and the *TAC* number(s) you wish to update. This service is free to *Texas Register* subscribers. Please have your subscription number ready when you make your request. For non-subscribers there will be a fee of \$2.00 per page (VISA, MasterCard). (512) 463-5561.

Professional Educator Preparation and Certification  
19 TAC §137.194 ..... 3016

Assignment of Personnel  
19 TAC §143.11 ..... 3917

**Texas State Board of Dental Examiners**

Dental Licensure  
22 TAC §101.7 ..... 4008

**Texas State Board of Plumbing Examiners**

Examinations  
22 TAC §§363.1-363.10 ..... 4008

Licensing  
22 TAC §§365.1, 365.2, 365.5-365.13 ..... 4010

Enforcement  
22 TAC §§367.1-367.5 ..... 4012

22 TAC §§367.1-367.7 ..... 4012

**Texas State Soil and Water Conservation Board**

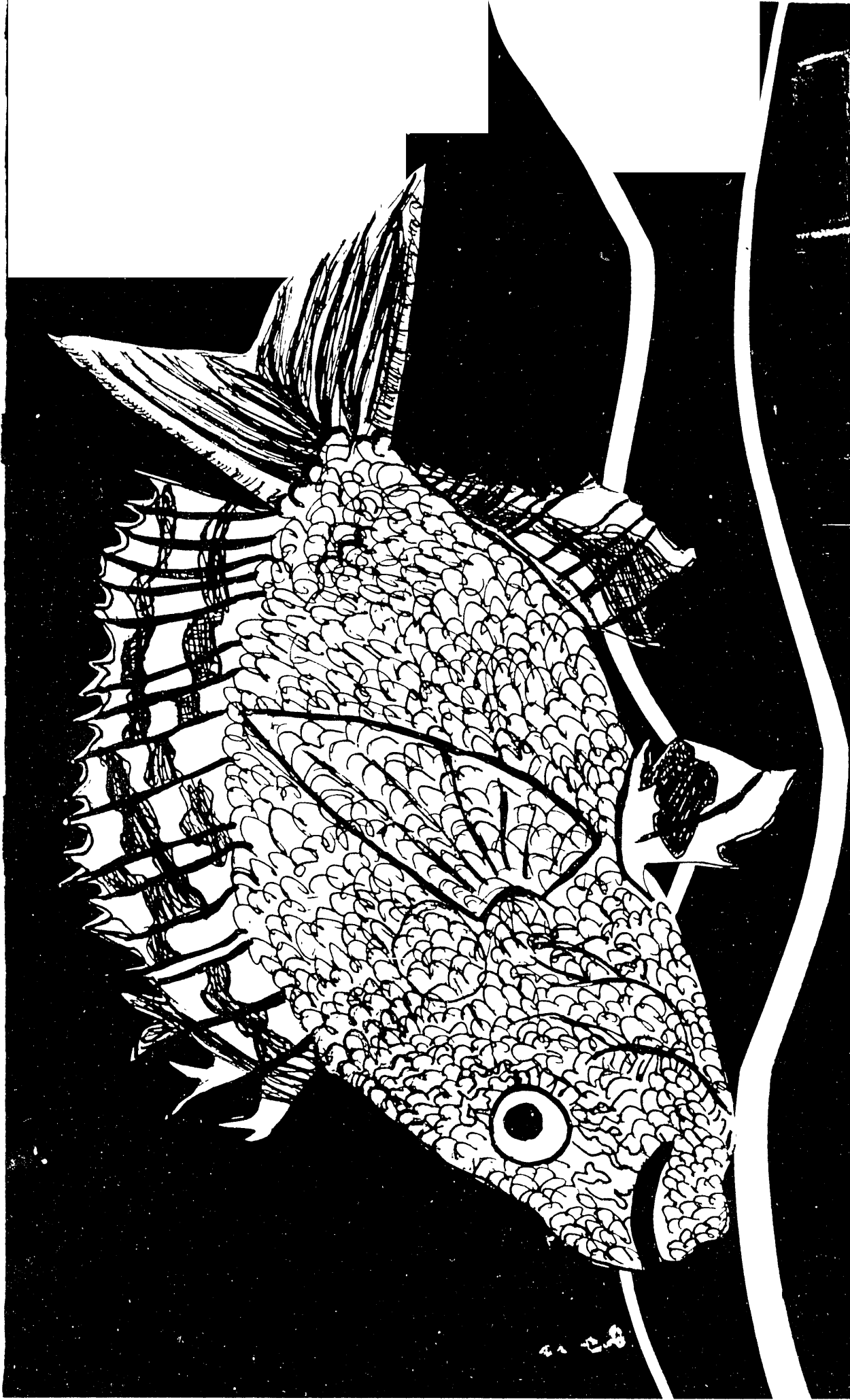
Technical Assistance Program  
31 TAC §519.7, §519.9 ..... 4013  
31 TAC §519.10, §519.11 ..... 4014  
31 TAC §§519.10-519.12 ..... 4014

**Agricultural Water Conservation**  
31 TAC §521.7, §521.10 ..... 4015  
31 TAC §521.11 ..... 4015  
31 TAC §§521.11-521.13 ..... 4015

**Texas Department of Public Safety**

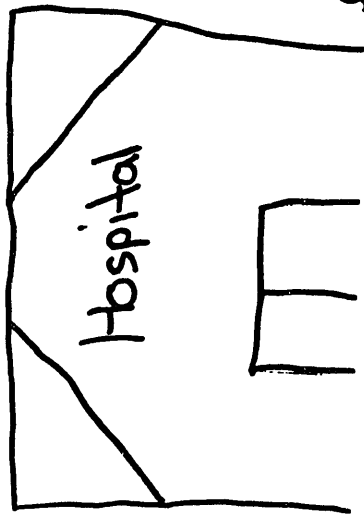
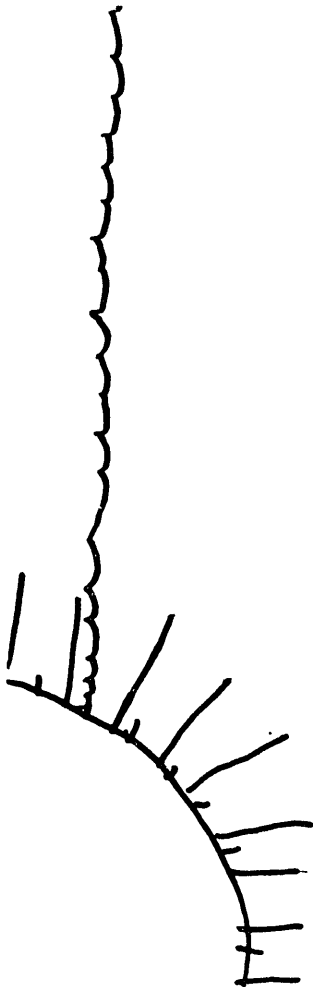
Organization and Administration  
37 TAC §1.41 ..... 4016

**Texas Department of Insurance**  
Notification Pursuant to the Texas Insurance Code, Chapter 5, Subchapter L ..... 4017



Name: Jilly Torres  
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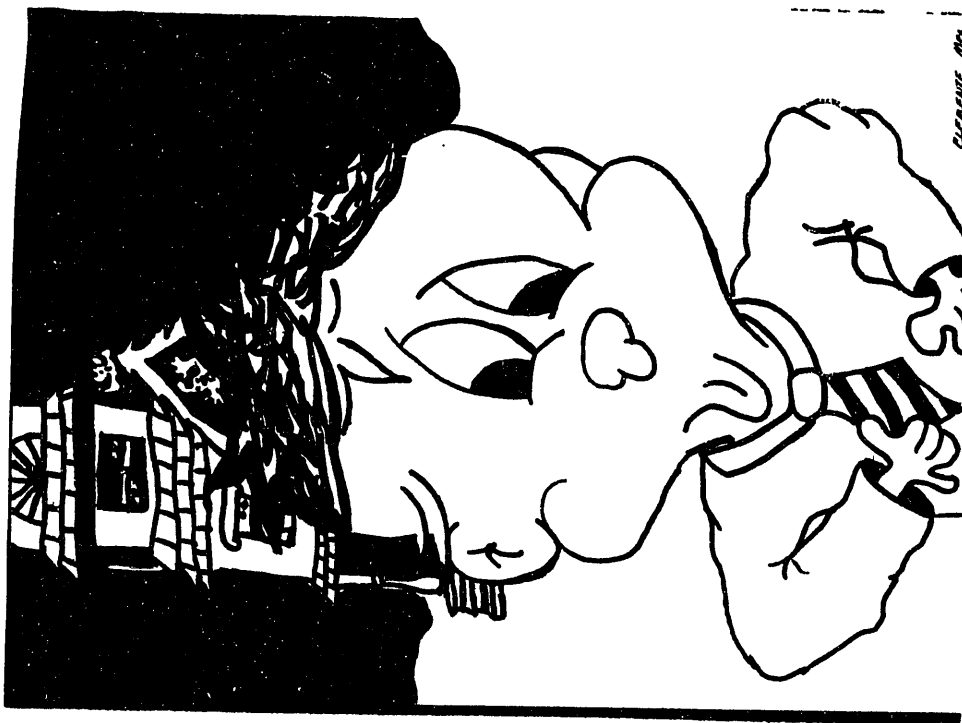
41 2/8



Christina  
Stults, R.

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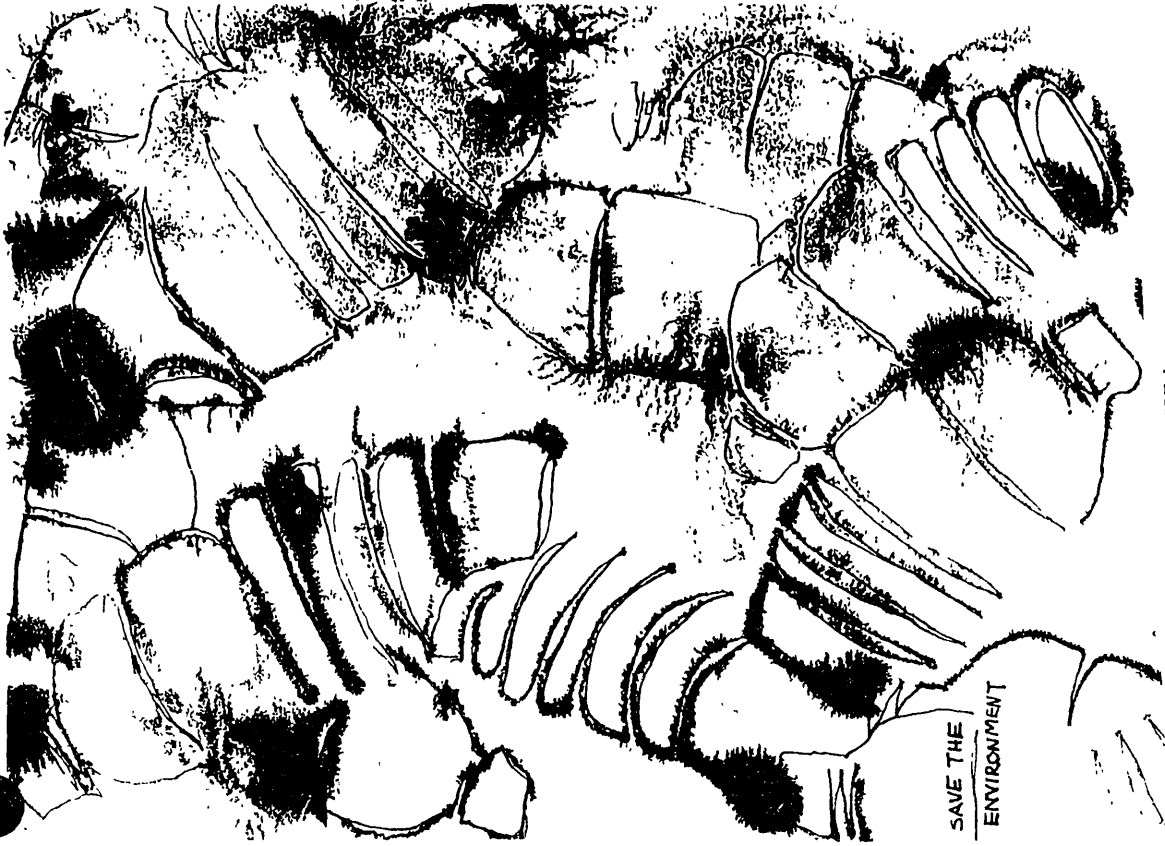
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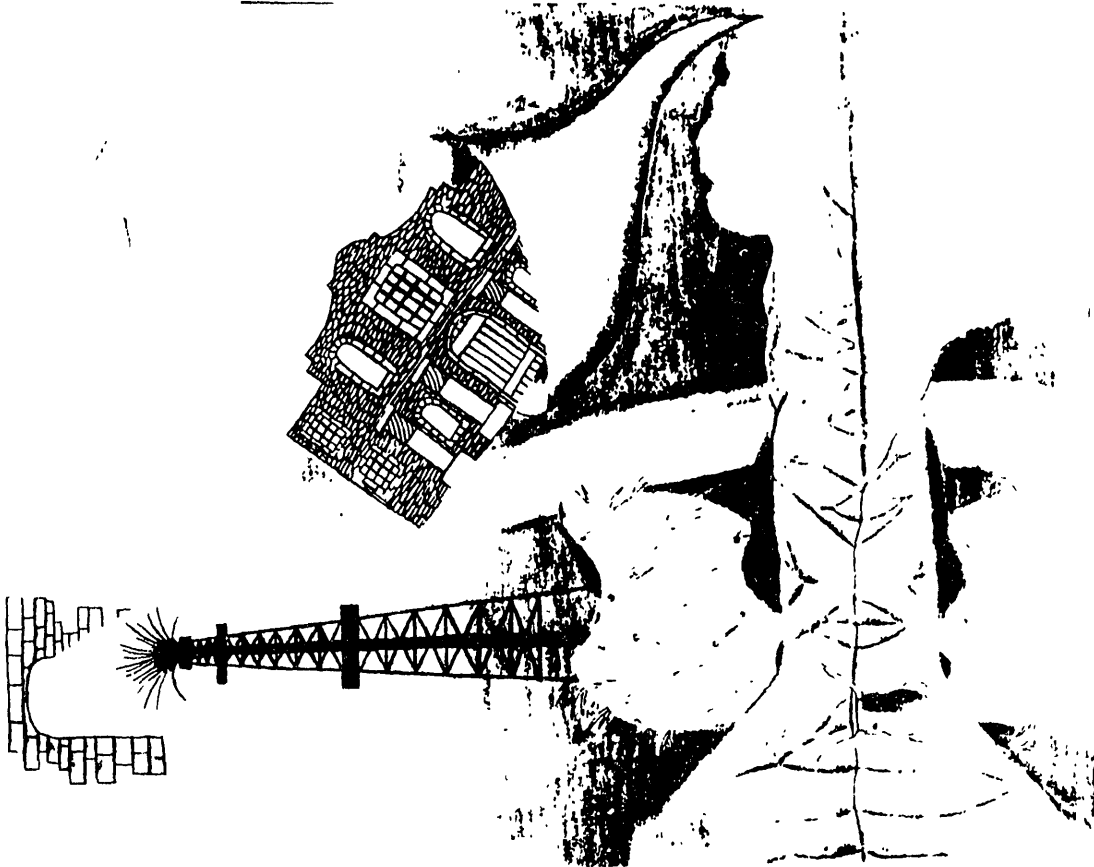
Name: Steve Bishop  
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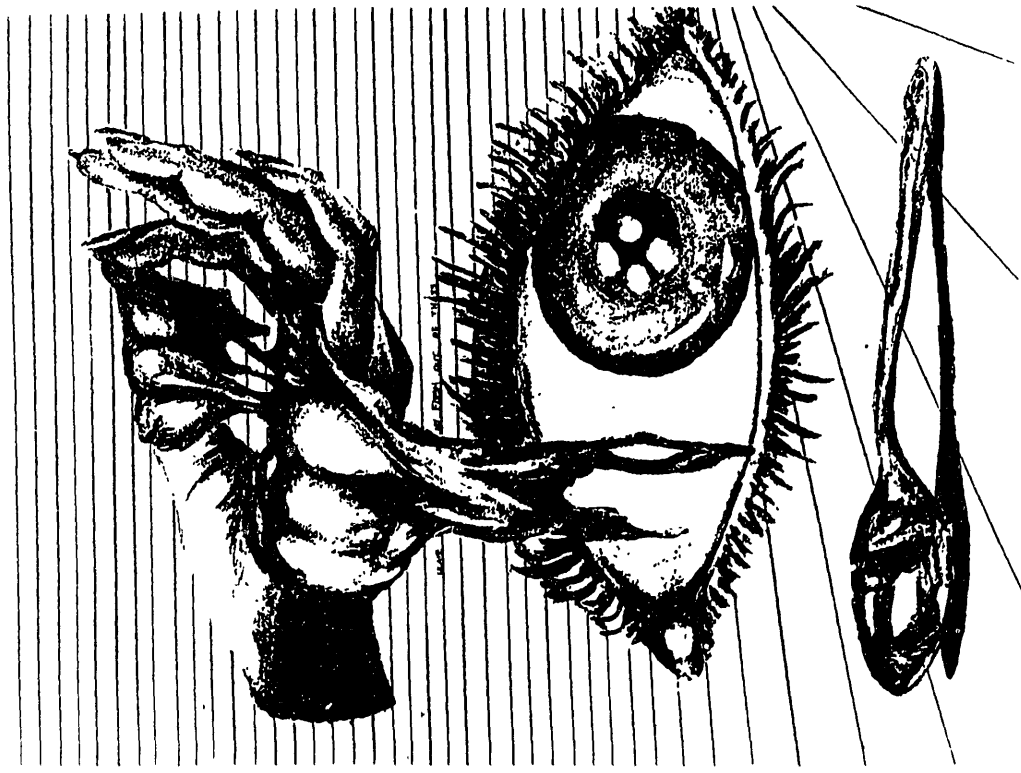
Name: Cala Coats  
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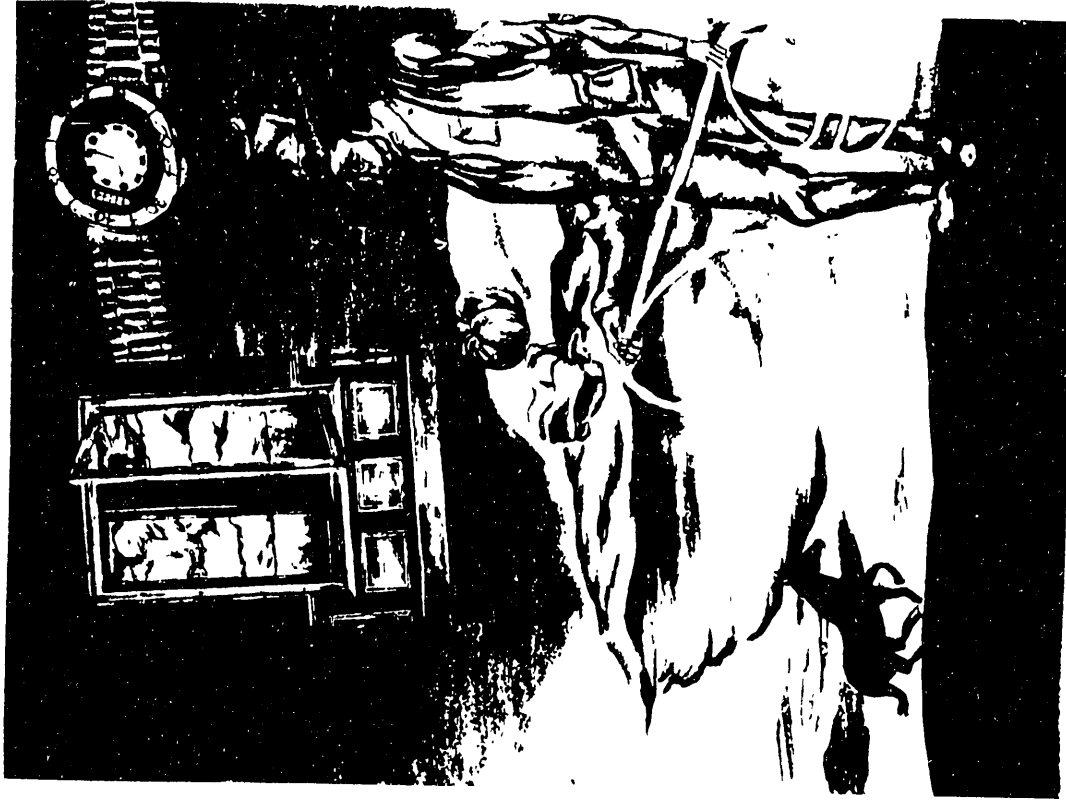
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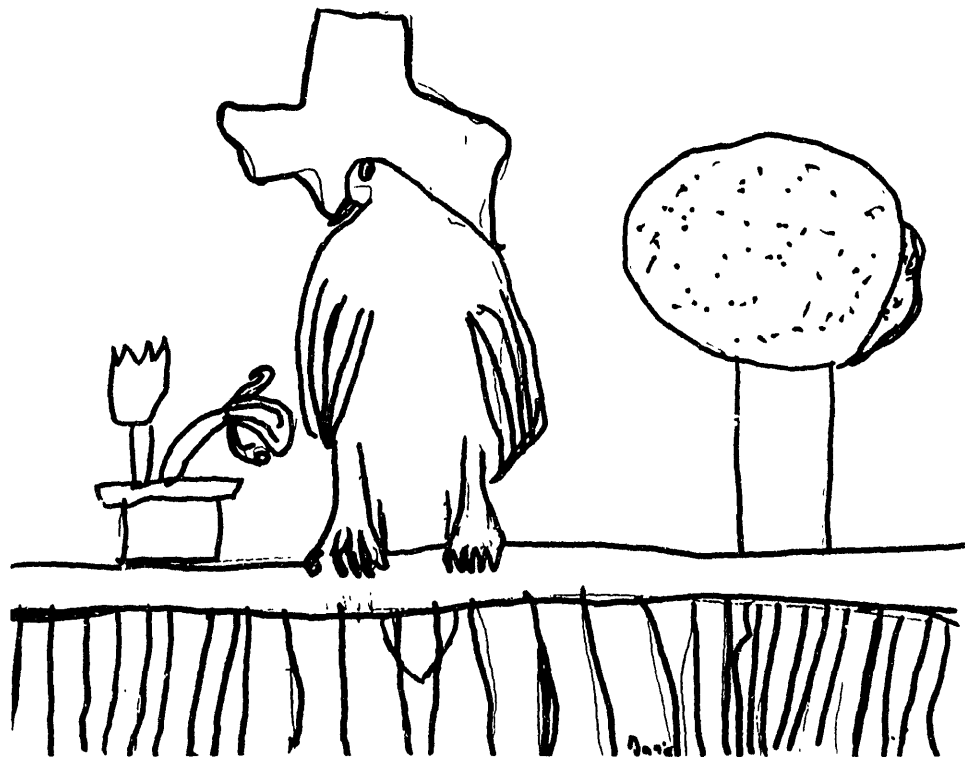
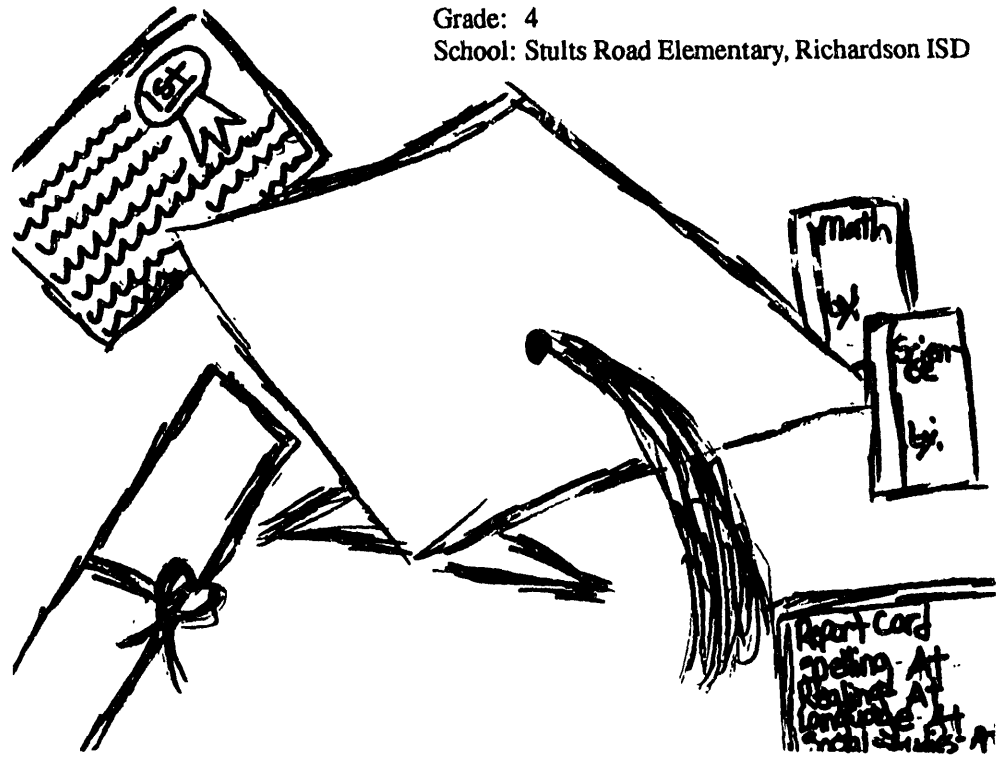


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# The Governor

As required by Texas Civil Statutes, Article 6252-13a, §6, the *Texas Register* publishes executive orders issued by the Governor of Texas. Appointments and proclamations are also published. Appointments are published in Chronological order. Additional information on documents submitted for publication by the Governor's Office can be obtained by calling (512) 463-1828.

## Appointments Made June 7, 1993

To be a member of the East Texas State University Board of Regents for a term to expire February 15, 1999: Eduardo M. Salinas, P.O. Box K, Lyford, Texas 78569. Mr. Salinas will be replacing William D. Norton of Tyler, whose term expired.

To be a member of the Texas Woman's University Board of Regents for a term to expire February 1, 1999: Nan Hutchins Bailey, 17268 Ridge Crest Drive, Flint, Texas 75223. Ms. Bailey will be replacing Glen E. Sparks of Irving, whose term expired.

To be a member of the Texas Woman's University Board of Regents for a term to expire February 1, 1999: Cheryl B. Wattlely, 3638 Crepe Myrtle Circle, Dallas, Texas 78224. Ms. Wattlely will be replacing Janet Johnson of Dallas, whose term expired.

To be a member of the Texas Woman's University Board of Regents for a term to expire February 1, 1999: Lucy Crow Billingsley, 6701 Turtle Creek Boulevard, Dallas, Texas 75205. Ms. Billingsley will be replacing Elizabeth Sellers of Houston, whose term expired.

To be a member of the Texas Board on Aging for a term to expire February 1, 1999: Dan Roberts, 2201 Park Place, Fort Worth, Texas 76110. Mr. Roberts is being reappointed.

To be a member of the Texas Board on Aging for a term to expire February 1, 1999: Elena Bastida Gonzalez, 707 West Sam Houston, Pharr, Texas 78577. Dr. Gonzalez is being reappointed.

To be a member of the Texas Board on Aging for a term to expire February 1, 1999: Nancy S. Bohman, 312 Walters Street, San Antonio, Texas 78203. Ms. Bohman will be replacing Penny Butler of Houston, whose term expired.

To be a member of the Texas Racing Commission for a term to expire February 1, 1999: Deorsey E. McGruder, Jr., DVM, 2635 Blackstone Drive, Dallas, Texas 75237. Dr. McGruder will be replacing Dr. Demarious Frey of Corpus Christi, whose term expired.

To be a member of the Firefighters' Relief and Retirement Fund Board of Trustees for a term to expire September 1, 1993: Jennifer Sullivan Armstrong, 205 North Willow, Mansfield, Texas 76063. Ms. Armstrong is being appointed to a new position pursuant to Texas Civil Statutes, Article 6243e.3, §20.

To be a member of the Firefighters' Relief and Retirement Fund Board of Trustees for a term to expire September 1, 1993: Robert Barrett, 810 Southwest Avenue K, Seminole, Texas 79360. Mr. Barrett will be filling the unexpired term of Benny Paul Kennedy of Andrews, who resigned.

To be a member of the Firefighters' Relief and Retirement Fund Board of Trustees for a term to expire September 1, 1997: Donald A. Eernisse, 719 South Hill, Alvin, Texas 77511. Mr. Eernisse is being reappointed.

To be a member of the Firefighters' Relief and Retirement Fund Board of Trustees for a term to expire September 1, 1997: Glenn Dale Neutzler, 202 Meadow Lane, Brenham, Texas 77833. Mr. Neutzler is being reappointed.

To be a member of the Firefighters' Relief and Retirement Fund Board of Trustees for a term to expire September 1, 1997: Thomas N. Tourtellotte, 400 York Creek Road, Driftwood, Texas 78619. Mr. Tourtellotte is being appointed to a new position pursuant to Texas Civil Statutes, Article 6243e.3, §20.

To be a member of the Firefighters' Relief and Retirement Fund Board of Trustees for a term to expire September 1, 1995: Merle D. Wilkins, P.O. Box 1044, Kyle, Texas 78640. Mr. Wilkins is being appointed to a new position pursuant to Texas Civil Statutes, Article 6243e.3, §20.

## Appointments Made June 9, 1993

To be a member of the Texas Historical Commission for a term to expire February 1, 1999: Betty Elliott Hanna, 201 North Harding, Breckenridge, Texas 76424. Ms. Hanna will be replacing Martha Crowley of Richardson, whose term expired.

To be a member of the Texas Historical Commission for a term to expire February 1, 1995: Karl A. Komatsu, 3905 Lenox Drive, Fort Worth, Texas 76107. Mr. Komatsu will be filling the unexpired term of John M. Bennett of San Antonio, who resigned.

To be a member of the Texas Historical Commission for a term to expire February 1, 1999: Mrs. Willie Lee Glass, 2407 North Grand, Tyler, Texas 75702. Mrs. Glass will be replacing Carrielu Christensen of Austin, whose term expired.

## Appointments Made June 11, 1993

To be a member of the Texas State Board of Medical Examiners for a term to expire April 13, 1999: James Howard Clark, Jr., 5381 Nakoma Drive, Dallas, Texas 75209. Mr. Clark will be replacing Barbara June Coe of Dallas, whose term expired.

To be a member of the Texas Real Estate Commission for a term to expire January 31, 1999: Mitchell Katine, 1519 Maryland Street, Houston, Texas 77006. Mr. Katine will be replacing Robert T. Martin of Fort Worth, whose term expired.

To be a member of the Texas Real Estate Commission for a term to expire January 31, 1999: Hazel W. Lewis, 2014 Chantilly Court, Arlington, Texas 76015. Ms. Lewis will be replacing Posie Willess of Dallas, whose term expired.

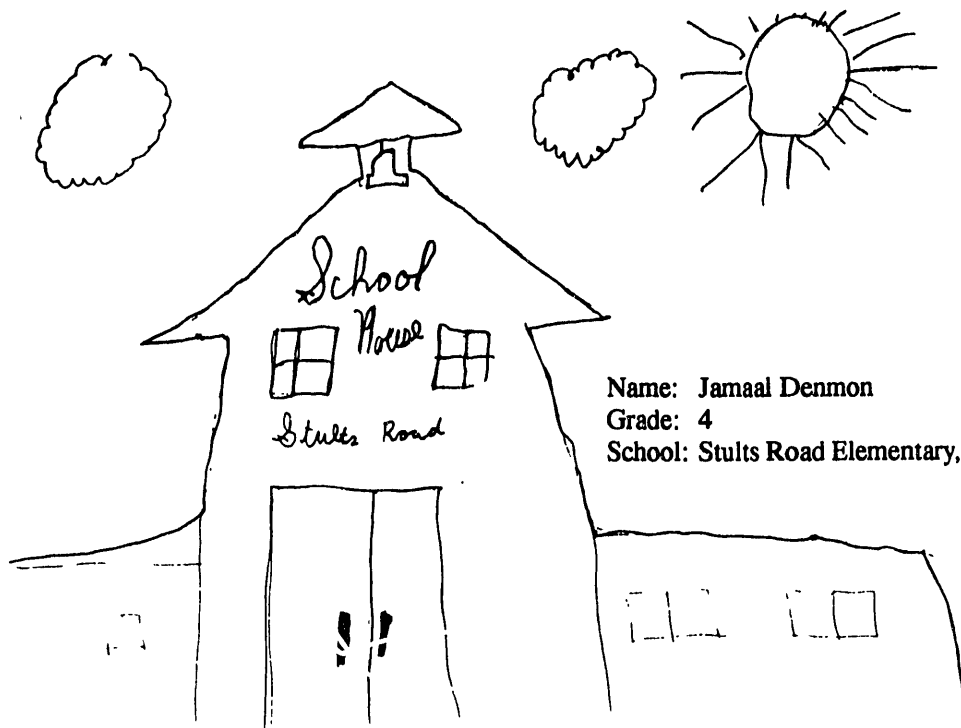
To be a Judge of the 189th Judicial District Court, Harris County until the next General Election and until her successor shall be duly elected and qualified: Carolyn Marks Johnson, 5000 Caroline, Houston, Texas 77004. Ms. Johnson will be replacing Judge Richard W. Millard of Houston, who retired.

Issued in Austin, Texas, on June 14, 1993.

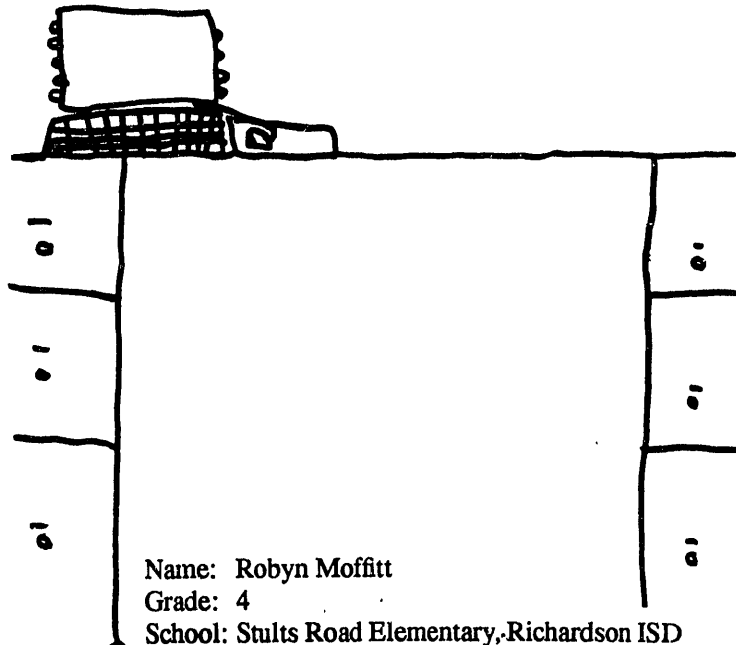
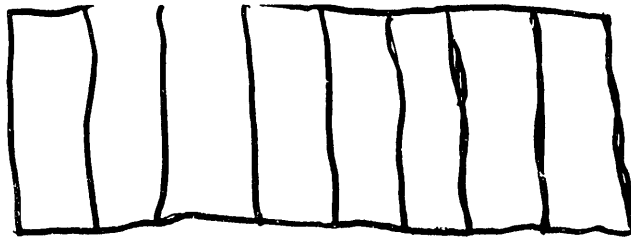
TRD-9324248

Ann W. Richards  
Governor of Texas





Name: Jamaal Denmon  
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Name: Robyn Moffitt  
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# Emergency Sections

An agency may adopt a new or amended section or repeal an existing section on an emergency basis if it determines that such action is necessary for the public health, safety, or welfare of this state. The section may become effective immediately upon filing with the *Texas Register*, or on a stated date less than 20 days after filing, for no more than 120 days. The emergency action is renewable once for no more than 60 days.

**Symbology In amended emergency sections.** New language added to an existing section is indicated by the use of **bold text**. [Brackets] indicate deletion of existing material within a section.

## TITLE 1. ADMINISTRATION

### Part XIII. Texas Incentive and Productivity Commission

#### Chapter 275. Productivity Bonus Program

- 1 TAC §§275.1, 275.5, 275.11,  
275.17

The Texas Incentive and Productivity Commission adopts on an emergency basis amendments to §§275.1, 275.5, 275.11, and 275.17, concerning administration of the Productivity Bonus Program. These sections adopted on an emergency basis are simultaneously proposed for public comment in this issue of the *Texas Register*. These sections are adopted on an emergency basis so that the program rules will reflect changes made to statute passed by a record vote from the 73rd Legislature.

Section 275.5 expands the definition of division so that Productivity Plan submissions may be submitted by an identified group of employees other than those defined by having their own identifiable budget within an agency. Section 275.5 amends the timeframe that the commission has to review and inform the agency of its action on a Productivity Plan. Section 275.11 was amended to clarify that an element does not have to be totally eliminated to qualify as legitimate savings. Section 275.17 stipulates that agencies may request and receive authority to not pay bonuses if the cost reductions are negligible.

The amendments are adopted under Texas Civil Statutes, Article 6252-29a, §1, which authorize the Texas Incentive and Productivity Commission to promulgate rules for its programs.

§275.1. *Definitions for the Productivity Bonus Program.* The following words and terms, when used in this chapter, shall pertain only to the Productivity Bonus Program and shall have the following meanings, unless the context clearly indicates otherwise.

Division—A unit of a state agency that

(A) has an identifiable self-contained budget; or

(B) maintains its financial records under an accounting system approved by the state auditor that permits the accurate identification of the expenditures and receipts of the unit ; or

(C) consists of a group of employees identified by the agency and approved by the commission.

#### §275.5. *Approval by Commission.*

(a)-(b) (No change.)

(c) Commission review. The commission shall act on an agency's plan as early as practicable after receiving it. Within 30 days after reviewing the Plan in an open meeting, the commission shall [Within 30 days of receipt of the productivity plan, the commission shall review the plan and] inform the executive director in writing that the plan is approved or rejected.

(d) (No change.)

#### §275.11. *Qualifications for Award.*

(a)-(b) (No change.)

(c) Legitimate savings. The commission shall consider as a legitimate savings a reduction in expenditures made possible by:

- (1) (No change.)
- (2) reductions in [elimination of] consultant fees;
- (3) reductions in [elimination of] budgeted positions;
- (4) reductions in [elimination of unnecessary] travel;

(5) reductions in [elimination of unnecessary] printing and mailing;

(6) reductions in [elimination of] payments for [unnecessary] advertising, membership dues, subscriptions, and other nonessential outlays of state agency or division funds;

(7)-(9) (No change.)

(d) (No change.)

#### §275.17. *Awards to Employees.*

(a) Amount. If the commission approves an agency or division for a productivity bonus award, the commission shall award to the employees of the agency or division an amount not to exceed 25% of the amount in the agency's or division's productivity bonus account. The commission may award an amount less than 25% if the executive director makes such a request when the agency or division Plan is submitted, or if the commission believes circumstances warrant. The commission may grant an agency's or division's request not to pay bonuses if a negligible reduction in cost has occurred. Such a request shall be made when the application is submitted.

(b)-(f) (No change.)

Issued in Austin, Texas, on June 14, 1993.

TRD-9324251

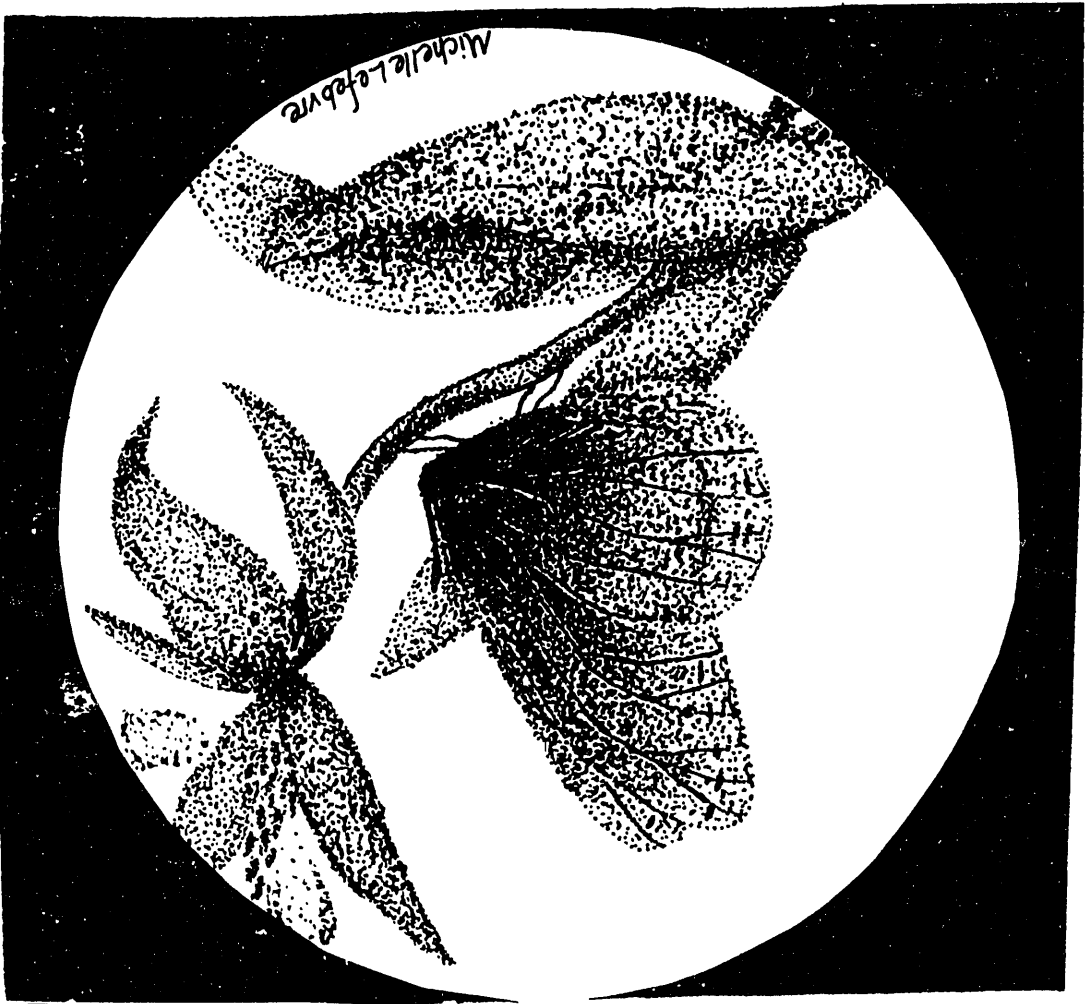
M. Elaine Powell  
Executive Director  
Texas Incentive and  
Productivity  
Commission

Effective date: June 14, 1993

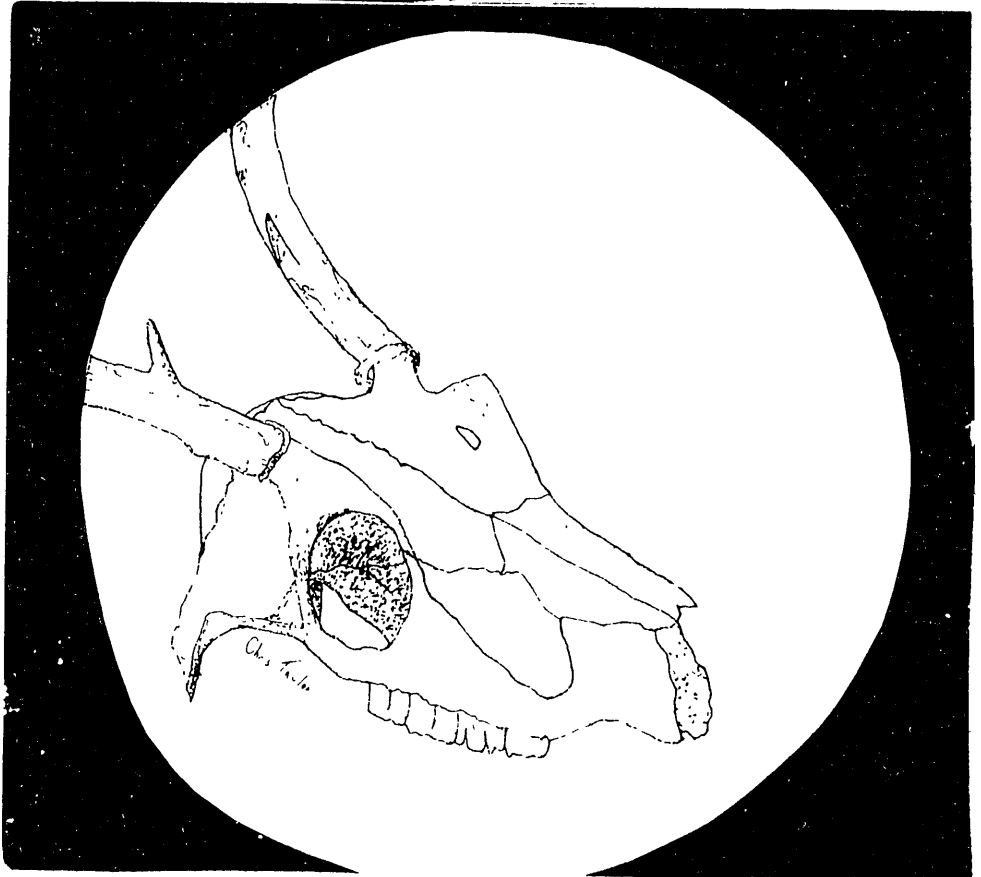
Expiration date: October 12, 1993

For further information, please call: (512)  
475-2393

◆ ◆ ◆



Name: Michelle Lefebvre  
Grade: 8  
School: Hendrick Middle School, Plano ISD



Name: Chris Taylor  
Grade: 7  
School: Hendrick Middle School, Plano ISD

# Proposed Sections

Before an agency may permanently adopt a new or amended section, or repeal an existing section, a proposal detailing the action must be published in the *Texas Register* at least 30 days before any action may be taken. The 30-day time period gives interested persons an opportunity to review and make oral or written comments on the section. Also, in the case of substantive sections, a public hearing must be granted if requested by at least 25 persons, a governmental subdivision or agency, or an association having at least 25 members.

**Symbology in proposed amendments.** New language added to an existing section is indicated by the use of **bold text**. [Brackets] indicate deletion of existing material within a section.

## TITLE 1. ADMINISTRATION

### Part XIII. Texas Incentive and Productivity Commission

#### Chapter 273. State Employee Incentive Program

##### • 1 TAC §273.27

The Texas Incentive and Productivity Commission proposes an amendment to §273.27, concerning the statutory changes passed by a record vote of the 73rd Legislature for the State Employee Incentive Program.

Section 273.27 is amended to clarify distribution of a bonus if a suggestion is submitted by more than one employee.

M. Elaine Powell, Executive Director, has determined that for each year of the first five years the amendments as proposed will be in effect, there will be no fiscal implication to state government. However, the State Employee Incentive Program, regardless of amendments, will result in savings in state spending. There will be no fiscal impact on local government.

Ms. Powell also has determined that for each year of the first five year period the rule is in effect the public benefit anticipated as a result of enforcing the amendment as proposed will be that the rules will reflect recent statutory changes. There will be no effect on small business. There is no anticipated economic cost to persons who are required to comply with the proposed amendments.

Comments on the proposal may be submitted to M. Elaine Powell, Executive Director, Texas Incentive and Productivity Commission, P.O. Box 12482, Austin, Texas 78711.

The amendment is proposed under Texas Civil Statutes, Article 6252-29a, §1, which authorize the Texas Incentive and Productivity Commission to promulgate rules for its programs.

The following is the statutes that are affected by this rule: Rule number 273 Texas Civil Statutes, 6252-29a.

##### §273.27. Awards.

(a) Amount. An employee whose suggestion results in a net annual savings or increase in revenues of \$100 or more is eligible for a bonus of 10% of the net

savings or revenue increase, up to a maximum of \$5,000. If the suggestion is submitted by more than one employee, the bonus shall be divided among the employees.

(b)-(d) (No change.)

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324266

M. Elaine Powell  
Executive Director  
Texas Incentive and  
Productivity  
Commission

Earliest possible date of adoption: July 19, 1993

For further information, please call: (512) 475-2393

#### Chapter 275. Productivity Bonus Program

##### • 1 TAC §§275.1, 275.5, 275.11, 275.13, 275.17

The Texas Incentive and Productivity Commission proposes amendments to §§275.1, 275.5, 275.11, 275.13, and 275.17, concerning the statutory changes passed by a record vote of the 73rd Legislature for the Productivity Bonus Program. Emergency adoption of the same sections is occurring simultaneously, with the addition of §275.13 which was not changed by legislation.

Section 275.5 expands the definition of division so that Productivity Plan submissions may be submitted by an identified group of employees other than those defined by having their own identifiable budget within an agency. Section 275.5 amends the timeframe that the commission has to review and inform the agency of its action on a Productivity Plan. Section 275.11 was amended to clarify that an element does not have to be totally eliminated to qualify as legitimate savings. Section 275.13 is amended to allow greater flexibility in certification of savings at the end of the fiscal year. Section 275.17 stipulates that agencies may request and receive authority to not pay bonuses if the cost reductions are negligible.

M. Elaine Powell, executive director, has determined that for each year of the first five years the amendments as proposed will be in

effect, there will be no fiscal implication to state government. However, the Productivity Bonus Program regardless of amendments, will result in savings in state spending. There will be no fiscal impact on local government.

Ms. Powell, also has determined that for each year of the first five year period the rules are in effect the public benefit anticipated as a result of enforcing the amendments as proposed will be that the rules will reflect recent statutory changes. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rules as proposed.

Comments on the proposal may be submitted to M. Elaine Powell, Executive Director, Texas Incentive and Productivity Commission, P.O. Box 12482, Austin, Texas 78711.

The amendments are proposed under Texas Civil Statutes, Article 6252-29a, §1, which authorize the Texas Incentive and Productivity Commission to promulgate rules for its programs.

The following is the statutes that are affected by this rule:

Rule number 275-Texas Civil Statutes, Article 6252-29a.

§275.1. *Definitions for the Productivity Bonus Program.* The following words and terms, when used in this Chapter, shall pertain only to the Productivity Bonus Program and shall have the following meanings, unless the context clearly indicates otherwise.

Division-A unit of a state agency that:

(A) has an identifiable self-contained budget; or

(B) maintains its financial records under an accounting system approved by the state auditor that permits the accurate identification of the expenditures and receipts of the unit; or

(C) consists of a group of employees identified by the agency and approved by the commission.

##### §275.5. Approval by Commission.

(a)-(b) (No change.)

(c) Commission review. The com-

mission shall act on an agency's plan as early as practicable after receiving it. Within 30 days after reviewing the Plan in an open meeting, the commission shall [Within 30 days of receipt of the productivity plan, the commission shall review the plan and] inform the executive director in writing that the plan is approved or rejected.

(d) (No change.)

*§275.11. Qualifications for Award.*

(a)-(b) (No change.)

(c) Legitimate savings. The commission shall consider as a legitimate savings a reduction in expenditures made possible by:

(1) reductions in overtime for eligible employees,

(2) reductions in [elimination of] consultant fees;

(3) reductions in [elimination of] budgeted positions;

(4) reductions in [elimination of unnecessary] travel;

(5) reductions in [elimination of unnecessary] printing and mailing;

(6) reductions in [elimination of] payments for [unnecessary] advertising, membership dues, subscriptions, and other nonessential outlays of state agency or division funds;

(7)-(9) (No change.)

(d) (No change.)

*§275.13. Savings Certification and Transfer.*

(a) Certification. No later than August 1 of the fiscal year, the executive director shall certify the amount of savings realized by the agency's or division's productivity plan to the comptroller of public accounts by submitting [a copy of] the agency's application to the [for] commission for approval of a productivity bonus award. If additional time is needed to certify savings, an agency must make such a request in writing at the time the application for approval to pay bonuses is submitted to the commission. The commission may grant a maximum of 60 days past August 1. By the end of the extension period, the agency shall submit certification on a form prescribed by the commission.

(b)-(d) (No change.)

*§275.17. Awards to Employees.*

(a) Amount. If the commission approves an agency or division for a productivity bonus award, the commission shall

award to the employees of the agency or division an amount not to exceed 25% of the amount in the agency's or division's productivity bonus account. The commission may award an amount less than 25% if the executive director makes such a request when the agency or division Plan is submitted, or if the commission believes circumstances warrant. The commission may grant an agency's or division's request not to pay bonuses if a negligible reduction in cost has occurred. Such a request shall be made when the application is submitted.

(b)-(f) (No change.)

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324265

M Elaine Powell  
Executive Director  
Texas Incentive and  
Productivity  
Commission

Earliest possible date of adoption July 19, 1993

For further information, please call. (512) 475-2393

◆ ◆ ◆  
**TITLE 13. CULTURAL  
RESOURCES**  
Part III. Texas  
Commission on the Arts  
Chapter 35. Texas Arts Plan

• 13 TAC §35.1

The Texas Commission on the Arts proposes an amendment to §35.1, concerning the Texas Arts Plan (formerly "A Plan for the Operation, Funding and Services for the Arts in Texas"), which outlines the activities of the Commission. The amendments will revise the Commission's mission, goals and assistance guidelines by reorganizing administrative and program structure to enable the agency to more effectively meet the needs of the citizens of Texas.

Connie Ree Green, director of finance and administration, has determined that for the first five-year period the rule is in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rule.

Ms. Green also has determined that for each year of the first five years the rule is in effect the public benefit anticipated as a result of enforcing the rule will be that the Commission will be able to utilize federal and state financial assistance funds in a more effective manner, thereby allowing more Texas organizations, communities, and citizens to participate in agency programs. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rule as proposed.

Comments on the proposal may be submitted to Ricardo Hernandez, Director of Programs, P.O. Box 13406, Austin, Texas 78711-3406.

The amendment is proposed under the Government Code, Chapter 444.009, which provides the Texas Commission on the Arts with the authority to make rules and regulations for its government and that of its officers and committees.

*§35.1. Adoption of Texas Arts Plan.* The commission adopts by reference the Texas Arts Plan as amended September, 1993 [September, 1988]. This document is published by and available from the Texas Commission on the Arts, P.O. Box 13406, Austin, Texas 78711.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt

Issued in Austin, Texas, on June 11, 1993.

TRD-9324215

Connie Ree Green  
Director of Finance and  
Administration  
Texas Commission on the  
Arts

Proposed date of adoption September 1, 1993

For further information, please call. (512) 463-5535

◆ ◆ ◆  
**TITLE 19. EDUCATION**  
Part II. Texas Education  
Agency  
Chapter 65. Technology

Subchapter A. Center for Educational Technology

• 19 TAC §§65.1-65.4

The Texas Education Agency (TEA) proposes new §§65.1-65.4, concerning the Texas Center for Educational Technology (TCET). The new subchapter replaces old Subchapter A, which is being repealed in a separate submission. The new sections change membership categories, requirements for participation in TCET, and the governance structure of the center.

Geoffrey Fletcher, associate commissioner for technology applications, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Fletcher and Criss Cloudt, director of policy planning and evaluation, have determined that for each year of the first five years the rules are in effect the public benefit anticipated as a result of enforcing the rules will be that new TCET membership requirements will encourage the private sector, including small businesses and professional educational entities, to participate more in the center. Also, by deleting membership fees for school districts, all districts will receive research information



and research-based products from TCET. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rules as proposed.

Comments on the proposal may be submitted to Criss Cloudt, Policy Planning and Evaluation, 1701 North Congress Avenue, Austin, Texas 78701, (512) 463-9701. All requests for a public hearing on the proposed sections submitted in accordance with the Administrative Procedure and Texas Register Act must be received by the commissioner of education not more than 15 calendar days after notice of a proposed change in the sections has been published in the *Texas Register*.

The new sections are proposed under the Texas Education Code, §14.044, which authorizes the State Board of Education to promulgate rules concerning the administration, operation, and management of TCET.

**§65.1. Center for Educational Technology Membership Policies and Categories.**

(a) The State Board of Education (SBOE) shall determine membership policies for the Texas Center for Educational Technology (TCET) that establish a governing board and encourage public and private participation in the center.

(b) The SBOE shall establish membership categories, including corporate, supporting, school district, individual, and institutional.

**§65.2. In-State Membership Categories.**

(a) Corporate members shall contribute a minimum of \$5,000 annually. This contribution shall be cash only.

(b) Supporting members shall contribute a minimum of \$2, 500 annually. This contribution may be cash or in-kind services.

(c) School district members shall not be assessed membership fees.

(d) Individual members shall contribute a minimum of \$25 annually.

(e) Institutional members shall not be assessed membership fees.

**§65.3. Out-of-State Membership Categories.**

(a) Individuals shall contribute a minimum of \$30.

(b) All other entities shall contribute a minimum of \$400.

**§65.4. Governing Board.**

(a) The State Board of Education (SBOE) shall appoint the governing board of the Texas Center for Educational Technology (TCET), which shall consist of the following:

- (1) up to five corporate members;
- (2) up to two supporting members;
- (3) up to four school district members;
- (4) one member-at-large; and
- (5) the following permanent representatives, who shall constitute the institutional membership category:

(A) a representative of each sponsoring institution of higher education, nominated by the president of each institution, respectively;

(B) a representative of the regional education service centers, nominated by the executive directors of the centers; and

(C) the commissioner of education or his or her designee.

(b) Members of the TCET governing board (except institutional representatives) shall serve three-year staggered terms. Institutional representatives shall serve one-year terms.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324243  
Criss Cloudt  
Director, Policy Planning  
and Evaluation  
Texas Education Agency

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For further information, please call: (512) 463-9701

◆ ◆ ◆  
• 19 TAC §§65.10, 65.20, 65.25, 65.30, 65.35

*(Editor's note: The text of the following sections proposed for repeal will not be published. The sections may be examined in the offices of the Texas Education Agency or in the Texas Register office, Room 245, James Earl Rudder Building, 1019 Brazos Street, Austin.)*

The Texas Education Agency (TEA) proposes the repeal of §§65.10, 65.20, 65.25, 65.30, and 65.35, concerning the Texas Center for Educational Technology (TCET). The sections establish membership rules and a governance structure for TCET. A new Subchapter A is being proposed in a separate submission that changes membership categories, requirements for participation in TCET, and the governance structure of the center.

Geoffrey Fletcher, associate commissioner for technology applications, has determined

that for the first five-year period the repeals are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the repeals.

Mr. Fletcher and Criss Cloudt, director of policy planning and evaluation, have determined that for each year of the first five years the repeals are in effect the public benefit anticipated as a result of enforcing the repeals will be that new, more effective rules concerning TCET can be adopted. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the repeals as proposed.

Comments on the proposal may be submitted to Criss Cloudt, Policy Planning and Evaluation, 1701 North Congress Avenue, Austin, Texas 78701, (512) 463-9701. All requests for a public hearing on the proposed repeals submitted in accordance with the Administrative Procedure and Texas Register Act must be received by the commissioner of education not more than 15 calendar days after notice of a proposed change in the sections has been published in the *Texas Register*.

The repeals are proposed under the Texas Education Code, §14.044, which authorizes the State Board of Education to promulgate rules concerning the administration, operation, and management of TCET.

**§65.10. Center for Educational Technology Membership Policies and Categories.**

**§65.20. Membership Category Descriptions.**

**§65.25. Criteria for In-State Membership.**

**§65.30. Criteria for Out-of-State Membership.**

**§65.35. Governing Board.**

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

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Criss Cloudt  
Director, Policy Planning  
and Evaluation  
Texas Education Agency

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For further information, please call: (512) 463-9701

## Chapter 67. Instructional Resources

### Subchapter A. State Textbook Program

#### State Adoption, Acquisition, and Custody of Textbooks

##### • 19 TAC §67.97

The Texas Education Agency (TEA) proposes new §67.97, concerning state adoption, acquisition, and custody of textbooks. The new section establishes the process for assessing penalties against publishers for errors in textbooks.

Thomas Anderson Jr., executive deputy commissioner for school support services, has determined that for the first five-year period the rule is in effect there will be fiscal implications as a result of enforcing or administering the rule. The implications for state government will depend on the number of errors identified in textbooks or systems and cannot be accurately determined at this time. There will be no fiscal implications for local government.

Mr. Anderson and Criss Cloudt, director of policy planning and evaluation, have determined that for each year of the first five years the rule is in effect the public benefit anticipated as a result of enforcing the rule will be that students will receive textbooks with fewer errors. The effect on small businesses will depend on the number of errors identified in textbooks or systems and cannot be accurately determined at this time. There is no anticipated economic cost to persons who are required to comply with the rule as proposed.

Comments on the proposal may be submitted to Criss Cloudt, Policy Planning and Evaluation, 1701 North Congress Avenue, Austin, Texas 78701, (512) 463-9701. All requests for a public hearing on the proposed section submitted in accordance with the Administrative Procedure and Texas Register Act must be received by the commissioner of education not more than 15 calendar days after notice of a proposed change in the section has been published in the *Texas Register*.

The new section is proposed under the Texas Education Code, §12.16, which authorizes the State Board of Education to promulgate rules concerning the manner of selection for textbooks.

##### §67.97. Penalties.

(a) The following words and terms, when used in this section, shall have the following meanings, unless the context clearly indicates otherwise.

(1) Substantial error—A verified error of fact that would interfere with student learning. The context, including the intended student audience and grade level appropriateness, shall be considered.

(2) Technical error—A verified error not determined to be substantial.

(b) An error repeated in a textbook or contained in both the student and teacher editions of textbooks shall be counted once for the purpose of determining penalties.

(c) Penalties for errors in learning systems or electronic media systems, textbooks, or teacher editions of textbooks shall be recommended in increments. An error identified under this subsection shall not be counted when determining penalties if the affected publisher has provided prior notification of the error to the commissioner of education.

(1) The following provisions shall apply for errors identified after the publisher has submitted a list of editorial corrections according to §67.66(f) of this title (relating to Samples) and before the date established in the textbook proclamation by which the State Board of Education (SBOE) shall adopt textbooks.

(A) A \$300 penalty shall be assessed for each substantial error.

(B) A \$100 penalty shall be assessed for each technical error.

(C) Penalties shall be assessed only if SBOE adopts the affected textbook or system.

(2) The following provisions shall apply for errors identified after SBOE adopts the textbook or system but before the deadline established in the textbook proclamation by which publishers must have submitted corrected textbooks, teacher editions of textbooks, or systems.

(A) A \$1,000 penalty shall be assessed for each substantial error.

(B) A \$500 penalty shall be assessed for each technical error.

(3) The following provisions shall apply for errors identified after the deadline established in the textbook proclamation by which publishers must have submitted corrected textbooks, teacher editions of textbooks, or systems.

(A) A \$3,000 penalty shall be assessed for each substantial error.

(B) A \$1,000 penalty shall be assessed for each technical error.

(d) The following provisions shall apply for errors identified in the list of editorial corrections submitted by a publisher according to §67.66(f) of this title and errors identified in accordance with paragraph (c)(1) of this section that are not corrected.

(1) A publisher shall be assessed a \$3,000-\$5,000 penalty as determined by the commissioner of education for each substantial error. The publisher shall provide an errata sheet approved by the commissioner of education with each teacher edition of the textbook.

(2) A publisher shall be assessed a \$1,000 penalty for each technical error. The publisher may be required to provide an errata sheet approved by the commissioner of education with each teacher edition of the textbook.

(e) The commissioner of education may recommend that a textbook or system not be adopted when 50 or more substantial errors are identified in the textbook or system. A substantial error shall not be counted if the affected publisher has provided prior notification of the error to the commissioner of education. This subsection applies to errors identified during the following time period:

(1) after the publisher has submitted a list of editorial corrections according to §67.66(f) of this title; and

(2) before the date established in the textbook proclamation by which additional written comments from persons scheduled to present testimony at the November public hearing before SBOE must have been received by TEA.

(f) Each affected publisher shall provide, at no cost to the state, a number of textbooks equal to the amount of any penalty imposed under the provisions of this section.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324244

Criss Cloudt  
Director, Policy Planning  
and Evaluation  
Texas Education Agency

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For further information, please call: (512) 463-9701

## Chapter 137. Professional Educator Preparation and Certification

### Subchapter G. 1987 Program Requirements: Initial Certificates and Endorsements

##### • 19 TAC §137.194

The Texas Education Agency (TEA) proposes an amendment to §137.194, concerning the teacher certificate-all-level. The

section lists the areas of academic specialization for this certificate. The amendment adds a new certificate for all-level theatre arts that will enable the theatre discipline to supply elementary schools with the theatre arts teachers necessary to teach the state-mandated elementary curriculum in addition to the secondary theatre arts curriculum.

Linda Cimusz, administrator for professional development and policy planning, has determined that for the first five-year period the rule is in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rule.

Ms. Cimusz and Criss Cloudt, director of policy planning and evaluation, have determined that for each year of the first five years the rule is in effect the public benefit anticipated as a result of enforcing the rule will be that the certificate program established by the rule will provide quality theatre education to students as part of the well-balanced curriculum. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rule as proposed.

Comments on the proposal may be submitted to Criss Cloudt, Policy Planning and Evaluation, 1701 North Congress Avenue, Austin, Texas 78701, (512) 463-9701. All requests for a public hearing on the proposed amendment submitted in accordance with the Administrative Procedure and Texas Register Act must be received by the commissioner of education not more than 15 calendar days after notice of a proposed change in the section has been published in the *Texas Register*.

The amendment is proposed under the Texas Education Code, §13.032, which authorizes the State Board of Education to promulgate rules concerning the issuance of teaching certificates.

*§137.194. Teacher Certificate-All-Level.*

[(a)] The teacher certificate-all-level shall be based upon completion of a

teacher education program as described in §137.191 of this title (relating to Preparation Required in All Programs). Areas of academic specialization for the teacher certificate-all-level shall be:

- (1) art;
- (2) music;
- (3) physical education; [and]
- (4) speech communications-theatre arts ; and [.]
- (5) theatre arts.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324245  
Criss Cloudt  
Director, Policy Planning  
and Evaluation  
Texas Education Agency

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For further information, please call: (512) 463-9701

◆ ◆ ◆  
Chapter 143. Assignment of  
Personnel

Subchapter B. Assignment Re-  
quirements

• 19 TAC §143.11

The Texas Education Agency (TEA) proposes an amendment to §143.11, concerning assignment of school personnel. The section lists credential requirements for assigning personnel to various positions in public schools. The amendment adds student services specialist to the positions listed in the chart titled "Assignment of School Personnel."

Linda Cimusz, administrator for professional development and policy planning, has determined that for the first five-year period the rule is in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rule.

Ms. Cimusz and Criss Cloudt, director of policy planning and evaluation, have determined that for each year of the first five years the rule is in effect the public benefit anticipated as a result of enforcing the rule will be an increase in the number of qualified persons able to help school personnel deliver special services to students. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rule as proposed.

Comments on the proposal may be submitted to Criss Cloudt, Policy Planning and Evaluation, 1701 North Congress Avenue, Austin, Texas 78701, (512) 463-9701. All requests for a public hearing on the proposed amendment submitted in accordance with the Administrative Procedure and Texas Register Act must be received by the commissioner of education not more than 15 calendar days after notice of a proposed change in the section has been published in the *Texas Register*.

The amendment is proposed under the Texas Education Code, §§11.26, 13.032, 13.045, 13.202, 13.907, and 16.056, which authorizes the State Board of Education to promulgate rules concerning certification of teachers, administrators, and other professional school personnel.

*§143.11. Requirements for Assignment of  
School Personnel.*

(a) -(g) (No change.)

(h) The rules for credential requirements for assignment of school personnel are described in the chart in this subsection entitled "Assignment of School Personnel."

ASSIGNMENT OF SCHOOL PERSONNEL

PART I

REQUIREMENTS FOR ASSIGNMENT OF TEACHERS

PREKINDERGARTEN - GRADE 6

CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

Prekindergarten (PK)

Disadvantaged

Elementary - General (10) (See Notes A and B)  
Teacher of Young Children - General  
Kindergarten (14)  
Elementary (Grades 1-6) - General (See Notes A and B)  
Elementary (Grades 1-8) - General (See Notes A and B)  
Elementary (Grades PK-6) - Early Childhood Education  
Early Childhood Education (Grades PK-K)  
Grades PK-5 - General  
Grades PK-6 - General

Bilingual

Elementary - General (10) (See Notes A, C, and F)  
Teacher of Young Children - General (See Notes D and F)  
Kindergarten (14) (See Notes D and F)  
Elementary (Grades 1-6) - General (See Notes A, C, and F)  
Elementary (Grades 1-8) - General (See Notes A, C, and F)  
Elementary (Grades PK-6) - Early Childhood Education (See Notes D and F)  
Elementary teacher certificate with Bilingual Endorsement (See Notes A and B)  
Early Childhood Education (Grades PK-K) (See Notes D and F)  
Grades PK-5 - General (See Notes D and F)  
Grades PK-6 - General (See Notes D and F)  
Grades PK-6 Bilingual/ESL  
Grades PK-12 Bilingual/ESL

PREKINDERGARTEN - GRADE 6

## CERTIFICATE (NUMERICAL CODES)

## ASSIGNMENTS

|                              |  |
|------------------------------|--|
| English as a Second Language | Elementary - General (10) (See Notes A, B, and E)<br>Teacher of Young Children - General (See Note E)<br>Kindergarten (14) (See Note E)<br>Elementary (Grades 1-6) - General (See Notes A, B, and E)<br>Elementary (Grades 1-8) - General (See Notes A, B, and E)<br>Elementary (Grades PK-6) - Early Childhood Education (See Note E)<br>Elementary teacher certificate with Bilingual or ESL Endorsement (See Notes A and B)<br>Early Childhood Education (Grades PK-K) (See Note E)<br>Grades PK-5 - General (See Note E)<br>Grades PK-6 - General (See Note E)<br>Grades PK-6 Bilingual/ESL<br>Grades PK-12 Bilingual/ESL<br>Grades PK-12 English as a Second Language |
|------------------------------|--|

## NOTES:

- (A) Teachers assigned prior to the 1991-92 school year are required to complete a minimum of 90 clock hours of inservice training (may be advanced academic training) or six semester hours in early childhood education, inclusive of but not limited to child development or language acquisition, by September 1, 1993, to be eligible for assignment.
- (B) Initial assignments beginning with the 1991-92 school year require the early childhood education delivery system or endorsement.
- (C) Initial assignments beginning with the 1991-92 school year require the early childhood education delivery system or endorsement and the bilingual education delivery system or endorsement.
- (D) Initial assignments beginning with the 1991-92 school year require the bilingual education delivery system or endorsement.
- (E) Initial assignments beginning with the 1991-92 school year require the ESL endorsement or the bilingual education delivery system or endorsement.
- (F) Teachers assigned prior to the 1991-92 school year are required to verify oral and written proficiency in the language of the target population as measured by examinations approved by the Texas Education Agency by September 1, 1993, to be eligible for assignment.

Teachers holding all-level certification in art, music, physical education, or speech-drama may be assigned to teach in the certified area(s) in prekindergarten - grade 12.

PREKINDERGARTEN - GRADE 6

ASSIGNMENTS

CERTIFICATE (NUMERICAL CODES)

Elementary, Grades 1-6

Elementary - General (10)  
Teacher of Young Children - General (grades 1-3 only)  
Elementary (Grades 1-6) - General  
Elementary (Grades 1-8) - General  
Elementary (Grades PK-6) - Early Childhood Education  
Grades PK-5 - General (grades 1-5 only)  
Grades PK-6 - General

Art, Grades PK-6

Any teacher certificate appropriate for elementary grades 1-6 assignment  
All-Level - Art (06)  
All-Level (Grades 1-12) - Art  
Special Subject Art

Music, Grades PK-6

Any teacher certificate appropriate for elementary grades 1-6 assignment  
All-Level - Music (08)  
All-Level (Grades 1-12) - Music  
Special Subject Music

Other Languages, Grades 1-6

Any teacher certificate appropriate for elementary grades 1-6 assignment  
Secondary teacher certificate with a teaching field in the language  
of assignment plus six semester hours of elementary education  
Special Subject (appropriate language)

Physical Education, Grades PK-6

Any teacher certificate appropriate for elementary grades 1-6 assignment  
All-Level - Physical Education  
All-Level - Health and Physical Education (07)  
All-Level (Grades 1-12) - Physical Education  
Special Subject Physical Education

PREKINDERGARTEN - GRADE 6

CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

Any teacher certificate appropriate for elementary grades 1-6 assignment  
Reading Specialist (34)

Reading, Grades 1-6

Any teacher certificate appropriate for elementary grades 1-6 assignment  
All-Level - Speech and Drama (09)  
All-Level (Grades 1-12) - Speech Communications/Theatre Arts

Theatre Arts, Grades PK-6

NOTE: Refer to Grade 6-8 (Departmentalized) for additional certification if assignment is 6th grade Departmentalized.



MIDDLE SCHOOL GRADES 6-8  
GRADE 6-8 (SELF-CONTAINED)

ASSIGNMENTS

CERTIFICATE (NUMERICAL CODES)

All Regular Subjects in Grades 6-8  
(Self-contained)

Elementary - General (10)  
Elementary (Grades 1-6) - General (grade 6 only)  
Elementary (Grades 1-8) - General  
Elementary (Grades PK-6) - Early Childhood Education (grade 6 only)  
Grades PK-6 - General (grade 6 only)

NOTE: Self-contained is defined as a class which is taught by one teacher for 50 percent or more of the school day.

GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

| ASSIGNMENTS                     | ELEMENTARY<br>CERTIFICATE (NUMERICAL CODES)   | JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL<br>CERTIFICATE (NUMERICAL CODES)   |
|---------------------------------|---|---|
| All Regular Subjects in Grade 6 | Any elementary teacher certificate appropriate for grade 6  | See requirements for each subject area below  |
| ENGLISH LANGUAGE ARTS           |   |   |
| English Language Arts           | Elementary - English<br>Elementary (Grades 1-8) - English<br>Elementary teacher certificate<br>plus 18 semester hours in English  | Junior High School or High School -<br>English Language Arts, Composite (26)<br>English (22)<br>Secondary (Grades 6-12) -<br>English Language Arts, Composite<br>English<br>Grades 6-12 or Grades 6-8 -<br>English Language Arts, Composite<br>English<br>Secondary teacher certificate<br>plus 18 semester hours in English                                      |
| English as a Second Language    | ESL Endorsement<br>Bilingual Endorsement<br>Bilingual/ESL Endorsement<br>Elementary - Bilingual<br>Elementary (Grades 1-8) -<br>Bilingual/ESL<br>Grades PK-6 - Bilingual/ESL<br>(grade 6 only)<br>Elementary teacher certificate<br>and assigned to teach ESL in an<br>approved program during 1981-82<br>in the same school district | ESL Endorsement<br>Bilingual Endorsement<br>Bilingual/ESL Endorsement<br>Junior High School or High School -<br>Bilingual/ESL<br>Secondary (Grades 6-12) - Bilingual/ESL<br>Grades PK-12 - Bilingual/ESL<br>Grades PK-12 - ESL<br>Secondary teacher certificate and assigned<br>to teach ESL in an approved program during<br>1981-82 in the same school district |

GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

Reading  
(At or above grade level)

Elementary -  
Reading  
English\*\*

Elementary (Grades 1-8) -  
Reading  
English\*\*

Elementary teacher certificate  
plus 18 semester hours in  
English and nine semester  
hours of advanced reading  
with at least one course in  
diagnostic reading techniques

Junior High School or High School -  
Reading

English Language Arts, Composite (26)\*  
English (22)\*\*

Secondary (Grades 6-12) -  
Reading

English Language Arts, Composite\*  
English\*\*

Grades 6-12 or Grades 6-8 -

Reading

English Language Arts, Composite\*  
English\*\*

Reading Specialist (34)

Secondary teacher certificate plus 18

semester hours in English and nine

semester hours in reading with at

least one course in diagnostic

reading techniques

\*Includes at least six semester hours in reading.

\*\*Plus verifiable preparation in teaching of reading such as inservice, seminar, or college course in reading. Initial assignments beginning with the 1990-91 school year require nine semester hours of advanced reading with at least one course in diagnostic reading techniques.



GRADES 6-8 (DEPARTMENTALIZED)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

OTHER LANGUAGES

Languages

Area of specialization  
in language of assignment  
Elementary teacher certificate  
plus 18 semester hours in  
language of assignment

Exploratory Languages

Area of specialization  
in any language

Elementary teacher certificate  
plus 18 semester hours in  
any language

American Sign Language

Teacher certificate plus one of  
the following:

Certification by the Board of  
Evaluation of Interpreters of  
the Texas Commission for the  
Deaf

Performance at Level +3 on the

American Sign Language

Proficiency Interview

Certification by the Sign

Instructors' Guidance Network

Additional credits in courses

that cover the basic principles

of linguistic analysis of ASL

structures

Verification of competency from the

Texas Education Agency division

responsible for services for the deaf

Teaching field in language of assignment  
Special Subject (appropriate language)  
Secondary teacher certificate plus 18  
semester hours in language of  
assignment

Teaching field in any language

Special Subject (any language)

Secondary teacher certificate plus 18

semester hours in any language

GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY  
 CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
 CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

**MATHEMATICS**

Elementary - Mathematics  
 Elementary (Grades 1-8) -  
 Mathematics  
 Elementary teacher certificate  
 plus 18 semester hours in  
 mathematics

Junior High School or High School -  
 Mathematics (10)  
 Mathematical Science, Composite  
 Secondary (Grades 6-12) - Mathematics  
 Grades 6-12 or Grades 6-8 - Mathematics  
 Secondary teacher certificate plus 18  
 semester hours in Mathematics

**SCIENCE**

6th Grade Science

Any elementary teacher certificate  
 appropriate for grade 6

Any science teaching field

Life Science

Elementary -  
 Biology  
 Life/Earth Middle-School Science  
 Elementary (Grades 1-8) -  
 Biology  
 Life/Earth Science  
 Elementary teacher certificate  
 plus 18 semester hours in any  
 combination of sciences

Junior High School or High School -  
 Biology (01)  
 Life/Earth Middle-School Science  
 Science  
 Science, Composite (04)  
 Secondary (Grades 6-12) -  
 Biology  
 Life/Earth Science  
 Science  
 Science, Composite  
 Grades 6-12 or Grades 6-8 -  
 Biology  
 Life/Earth Science  
 Science  
 Science, Composite  
 Secondary teacher certificate plus 18  
 semester hours in any combination of  
 sciences

GRADES 6-8 (DEPARTMENTALIZED)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

Earth Science

Elementary -

Earth Science  
Life/Earth Middle-School Science  
Elementary (Grades 1-8) -  
Earth Science  
Life/Earth Science  
Elementary teacher certificate  
plus 18 semester hours in any  
combination of sciences

Junior High School or High School -

Earth Science (05)  
Life/Earth Middle-School Science  
Science  
Science, Composite (04)  
Secondary (Grades 6-12) -  
Earth Science  
Life/Earth Science  
Science  
Science, Composite  
Grades 6-12 or Grades 6-8 -  
Earth Science  
Life/Earth Science  
Science  
Science, Composite  
Secondary teacher certificate plus 18  
semester hours in any combination of  
sciences

Science I, II

Elementary -

Biology  
Life/Earth Middle-School Science  
Earth Science  
Elementary (Grades 1-8) -  
Biology  
Life/Earth Science  
Earth Science  
Elementary teacher certificate  
plus 18 semester hours in any  
combination of sciences

Junior High School or High School -

Biology (01)  
Life/Earth Middle-School Science  
Science  
Science, Composite (04)  
Secondary (Grades 6-12) -  
Biology  
Life/Earth Science  
Science  
Science, Composite  
Grades 6-12 or Grades 6-8 -  
Biology  
Life/Earth Science  
Science  
Science, Composite  
Secondary teacher certificate plus 18  
semester hours in any combination of  
sciences

GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

HEALTH

Elementary -  
Health  
Health and Physical Education  
Elementary (Grades 1-8) -  
Health  
Health and Physical Education  
Elementary teacher certificate  
plus 12 semester hours in health,  
mental health, consumer health,  
public health, biology, microbiology,  
anatomy, physiology, kinesiology,  
foods, nutrition, family relations,  
safety, or drug abuse prevention

Junior High School or High School -  
Health (81)  
Health and Physical Education (80)  
Secondary (Grades 6-12) - Health  
All-Level - Health and Physical Education (07)  
Grades 6-12 or Grades 6-8 - Health

PHYSICAL EDUCATION

Elementary -  
Physical Education  
Health and Physical Education  
Elementary (Grades 1-8) -  
Physical Education  
Elementary teacher certificate  
plus 12 semester hours in  
physical education

Junior High School or High School -  
Physical Education (82)  
Health and Physical Education (80)  
Secondary (Grades 6-12) - Physical Education  
All-Level - Physical Education  
All-Level - Health and Physical Education (07)  
All-Level (Grades 1-12) - Physical Education  
Special Subject Physical Education  
Grades 6-12 or Grades 6-8 - Physical Education

FINE ARTS

Art

Elementary - Art  
Elementary (Grades 1-8) - Art  
Elementary teacher certificate  
plus 18 semester hours in art

Junior High School or High School - Art (50)  
Secondary (Grades 6-12) - Art  
All-Level - Art (06)  
All-Level (Grades 1-12) - Art  
Special Subject Art  
Grades 6-12 or Grades 6-8 - Art  
Secondary teacher certificate plus  
18 semester hours in art



GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY

CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

| ASSIGNMENTS  | ELEMENTARY<br>CERTIFICATE (NUMERICAL CODES)   | JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL<br>CERTIFICATE (NUMERICAL CODES)  |
|--------------|---|--|
| Music        | Elementary - Music<br>Elementary (Grades 1-8) - Music<br>Elementary teacher certificate<br>plus 18 semester hours in music                        | Junior High School or High School - Music (90)<br>Secondary (Grades 6-12) - Music<br>All-Level - Music (08)<br>All-Level (Grades 1-12) - Music<br>Special Subject Music<br>Grades 6-12 or Grades 6-8 - Music<br>Secondary teacher certificate plus<br>18 semester hours in music   |
| Theatre Arts | Elementary - Drama<br>Elementary (Grades 1-8) - Theatre Arts<br>Elementary teacher certificate<br>plus 18 semester hours in<br>theatre arts/drama | Junior High School or High School -<br>Drama (25)<br>Speech and Drama<br>Secondary (Grades 6-12) - Theatre Arts<br>All-Level - Speech and Drama (09)<br>All-Level (Grades 1-12) -<br>Speech Communications/Theatre Arts<br>Grades 6-12 or Grades 6-8 - Theatre Arts<br>Secondary teacher certificate plus 18<br>semester hours in theatre arts/drama |

GRADES 6-8 (DEPARTMENTALIZED)

ASSIGNMENTS

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

SOCIAL STUDIES

6th Grade Social Studies

Any elementary teacher certificate appropriate for grade 6 plus 18 semester hours in social science including 12 semester hours related to the assignment

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

Junior High School or High School -  
Anthropology (38)  
Economics (31)  
Geography (32)  
Government-Political Science (33)  
History (34)  
Psychology (35)  
Sociology (37)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
Economics  
Geography  
Government  
History  
Psychology  
Sociology  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 6-8 -  
Economics  
Geography  
Government  
History  
Psychology  
Sociology  
Social Studies  
Social Studies, Composite

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GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

6th Grade Social Studies  
(continued)

Secondary teacher certificate plus 18  
semester hours in social science including  
12 semester hours related to the assignment

Texas History and Geography

Elementary -  
History  
Geography  
Elementary (Grades 1-8) -  
History  
Geography  
Social Studies  
Elementary teacher certificate  
plus 18 semester hours in  
social science including 12  
semester hours related to  
the assignment

Junior High School or High School -

History (34)  
Geography (32)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
History  
Geography  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 6-8  
History  
Geography  
Social Studies, Composite  
Social Studies  
Secondary teacher certificate plus  
18 semester hours in social science  
including 12 semester hours related  
to the assignment

GRADES 6-8 (DEPARTMENTALIZED)

**ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)**

**ASSIGNMENTS**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)**

|  |  |   |
|--|--|---|
| United States History and<br>Citizenship | Elementary -<br>History<br>Government-Political Science<br>Elementary (Grades 1-8) -<br>History<br>Government<br>Social Studies<br>Elementary teacher certificate<br>plus 18 semester hours in social<br>sciences including 12 semester<br>hours related to the assignment | Junior High School or High School -<br>History (34)<br>Government-Political Science (33)<br>Social Science, Composite (36)<br>Secondary (Grades 6-12) -<br>History<br>Government<br>Social Studies<br>Social Studies, Composite<br>Grades 6-12 or Grades 6-8 -<br>History<br>Government<br>Social Studies<br>Social Studies, Composite<br>Secondary teacher certificate plus<br>18 semester hours in social science<br>including 12 semester hours related<br>to the assignment |
|--|--|---|

**BUSINESS EDUCATION**

|                           |   |  |
|---------------------------|---|--|
| Typewriting (Keyboarding) | For one or two classes:<br>Elementary teacher certificate<br>plus college course in typewriting<br>or its equivalent<br>For three or more classes:<br>See secondary teacher certificate<br>requirements | Junior High School or High School -<br>Secretarial Business (72)<br>Basic Business (No Shorthand) (73)<br>Business, General, Composite (70)<br>Business Administration (71)*<br>Secondary (Grades 6-12) -<br>Secretarial Business<br>Basic Business (No Shorthand)<br>Business, General, Composite<br>Business Administration*<br>Special Subject Commercial Subjects<br>Grades 6-12 or Grades 6-8 -<br>Secretarial Business<br>Business Composite<br>Basic Business<br>Business Administration* |
|---------------------------|---|--|

\*Plus evidence of college-level preparation or its equivalent in typing and of assignment to teach typing prior to the 1989-90 school year

GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY

CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

Career Investigation

NA

(Previously Occupational Investiga-  
tion and Career Exploration)

Vocational Occupational Orientation (91)  
Junior High School or High School -  
Secretarial, Business (72)  
Basic Business (No Shorthand) (73)  
Business, General, Composite (70)  
Business Administration (71)  
Secondary (Grades 6-12)  
Secretarial, Business  
Basic Business (No Shorthand)  
Business, General, Composite  
Business Administration  
Special Subject Commercial Subjects  
Grades 6-12 or Grade 6-8 -  
Secretarial Business  
Basic Business  
Business, General, Composite  
Business Administration

COMPUTER LITERACY

Elementary teacher certificate  
plus verification of competency  
to teach Computer Literacy  
Information Processing Technologies  
Endorsement (Level one or two)

Secondary teacher certificate  
plus verification of competency  
to teach Computer Literacy  
Information Processing Technologies  
Endorsement (Level one or two)  
Junior High School or High School -  
Computer Information Systems (11)  
Secondary (Grades 6-12) -  
Computer Information Systems  
Grades 6-12 or Grades 6-8 -  
Computer Information Systems

GRADES 6-8 (DEPARTMENTALIZED)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ASSIGNMENTS

VOCATIONAL EDUCATION

Career Investigation NA

(Previously Occupational Investiga-  
tion and Career Exploration)

Vocational Occupational Orientation (91)  
Junior High School or High School -  
Secretarial, Business (72)  
Basic Business (No Shorthand) (73)  
Business, General, Composite (70)  
Business Administration (71)  
Secondary (Grades 6-12)  
Secretarial, Business  
Basic Business (No Shorthand)  
Business, General, Composite  
Business Administration  
Special Subject Commercial Subjects  
Grades 6-12 or Grade 6-8 -  
Secretarial Business  
Basic Business (No Shorthand)  
Business, General, Composite  
Business Administration

Introductory Industrial  
Technology I, II

NA

(Previously Introductory  
Industrial Arts)

Junior High School or High School -  
Industrial Arts (60)  
Secondary (Grades 6-12)  
Industrial Arts  
Industrial Technology  
Grades 6-12 or Grades 6-8  
Industrial Arts  
Industrial Technology  
Special Subject Industrial Arts

GRADES 6-8 (DEPARTMENTALIZED)

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATE (NUMERICAL CODES)

ELEMENTARY  
CERTIFICATE (NUMERICAL CODES)

| ASSIGNMENTS                                       | ELEMENTARY<br>CERTIFICATE (NUMERICAL CODES)  | JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL<br>CERTIFICATE (NUMERICAL CODES)  |
|---|--|--|
| Life Management Skills                            | Elementary -<br>Health<br>Health and Physical Education<br>Elementary (Grades 1-8) -<br>Health<br>Elementary teacher certificate<br>plus 18 semester hours in health | Junior High School or High School -<br>Homemaking (40)<br>Vocational Home Economics (64)<br>Vocational Homemaking (64)<br>Vocational Home Economics Education<br>Special Subject Home Economics<br>Junior High School or High School -<br>Health (81)<br>Health and Physical Education (80)<br>Secondary (Grades 6-12) - Health<br>All-Level - Health and Physical Education (07)<br>Grades 6-12 - Health<br>Secondary teacher certificate plus<br>18 semester hours in health |
| Vocational Education for the<br>Handicapped (VEH) | NA   | See appropriate sections for Grades 9-12   |

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

ENGLISH LANGUAGE ARTS

English I-IV  
Correlated Language  
Arts I-IV

Junior High School (grades 9-10 only) or High School -  
English (22)  
English Language Arts, Composite (26)  
Secondary (Grades 6-12) -  
English  
English Language Arts, Composite  
Grades 6-12 or Grades 9-12 -  
English  
English Language Arts, Composite

English as a Second  
Language (ESL), I-III

ESL Endorsement  
Bilingual Endorsement  
Bilingual/ESL Endorsement  
Junior High School (grades 9-10 only) or High School - Bilingual/ESL  
Secondary (Grades 6-12) - Bilingual/ESL  
Grades PK-12 - Bilingual/ESL  
Grades PK-12 - English as a Second Language  
Teacher certificate and assigned to teach ESL in an approved program during  
1981-82 school year in the same school district



GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Reading Improvement  
(One year or more  
below grade level)

Junior High School (grades 9-10 only) or High School -

Reading  
English Language Arts, Composite (26)\*  
English (22)\*\*

Secondary (Grades 6-12) -

Reading  
English Language Arts, Composite\*  
English\*\*

Grades 6-12 or Grades 9-12 -

Reading  
English Language Arts, Composite\*  
English\*\*

Reading Specialist (34)

Teacher certificate plus 9 semester hours of advanced level course work in reading  
with at least one course in diagnostic reading techniques\*\*\*

Advanced Reading  
(At or above grade level)

Junior High School (grades 9-10 only) or High School -

Reading  
English Language Arts, Composite (26)\*  
English (22)\*\*

Secondary (Grades 6-12) -

Reading  
English Language Arts, Composite\*  
English\*\*

Grades 6-12 or Grades 9-12 -

Reading  
English Language Arts, Composite\*  
English\*\*

Reading Specialist (34)

\*Includes at least six semester hours in reading.

\*\*Plus verifiable preparation in the teaching of reading such as inservice, seminar, or college course in reading.  
Initial assignments beginning with the 1990-91 school year require nine semester hours of advanced reading with  
at least one course in diagnostic reading techniques.

\*\*\*Initial assignments beginning with the 1990-91 school year require a teaching field in English plus nine semester  
hours of advanced reading with at least one course in diagnostic reading techniques.

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

|                              |  |
|------------------------------|--|
| Writing                      |  |
| Research/Technical Writing   | Junior High School (grades 9-10 only) or High School -       |
| Creative/Imaginative Writing | English (22)   |
| Practical Writing Skills     | English Language Arts, Composite (26)                        |
| World Literature             | Secondary (Grades 6-12) -                                    |
| Literary Genres              | English  |
| Humanities                   | English Language Arts, Composite                             |
| Independent Study in English | Grades 6-12 or Grades 9-12 -                                 |
| Analysis of Visual Media     | English  |
| -----                        | English Language Arts, Composite                             |
| Speech                       | Junior High School (grades 9-10 only) or High School -       |
| Introduction to Speech       | Speech (24)  |
| Communication                | Speech and Drama   |
| Oral Interpretation I-III    | English Language Arts, Composite (26)*                       |
| Introduction to Radio and    | Secondary (Grades 6-12) -                                    |
| Television                   | Speech Communications  |
| Debate I, II                 | English Language Arts, Composite*                            |
| Public Speaking I-III        | All-Level - Speech and Drama (09)                            |
| Independent Study in Speech  | All-Level (Grades 1-12) - Speech Communications/Theatre Arts |
|                              | Grades 6-12 or Grades 9-12 -                                 |
|                              | Speech Communications  |
|                              | English Language Arts, Composite*                            |

\*Includes at least six semester hours in speech.

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

JOURNALISM

Journalism  
Advanced Journalism:  
Yearbook or Literary Magazine  
Production I-III  
Newspaper Production I-III  
Photojournalism  
Broadcast Journalism  
Independent Study in Journalism

Junior High School (grades 9-10 only) or High School -  
Journalism (23)  
English Language Arts, Composite (26)\*  
Secondary (Grades 6-12) -  
Journalism  
English Language Arts, Composite\*  
Grades 6-12 or Grades 9-12 -  
Journalism  
English Language Arts, Composite\*

\*Includes at least six semester hours in journalism.

OTHER LANGUAGES

Languages

Teaching field in language of assignment  
Special Subject (appropriate language)

Exploratory Languages

Teaching field in any language  
Special Subject (any language)

American Sign Language

Teacher certificate plus one of  
the following:  
Certification by the Board of  
Evaluation of Interpreters of  
the Texas Commission for the  
Deaf  
Performance at Level +3 on the  
American Sign Language  
Proficiency Interview  
Certification by the Sign  
Instructors' Guidance Network  
Additional credits in courses  
that cover the basic principles  
of linguistic analysis of ASL  
structures  
Verification of competency from the  
Texas Education Agency division  
responsible for services for the deaf

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

MATHEMATICS

Junior High School (grades 9-10 only) or High School -  
Mathematics (10)  
Mathematical Science, Composite  
Secondary (Grades 6-12) - Mathematics  
Grades 6-12 or Grades 9-12 - Mathematics

SCIENCE

Biology I, II  
Introductory Biology  
Physiology and Anatomy

Junior High School (grades 9-10 only) or High School -  
Biology (01)  
Science, Composite (04)  
Science  
Secondary (Grades 6-12) -  
Biology  
Science, Composite  
Science  
Grades 6-12 or Grades 9-12 -  
Biology  
Science, Composite  
Science

Chemistry I, II

Junior High School (grades 9-10 only) or High School -  
Chemistry (02)  
Science, Composite (04)  
Science  
Secondary (Grades 6-12) -  
Chemistry  
Science, Composite  
Science  
Grades 6-12 or Grades 9-12 -  
Chemistry  
Science, Composite  
Science

ASSIGNMENTS

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

Physics I, II

Junior High School (grades 9-10 only) or High School -  
Physics (03)  
Science, Composite (04)  
Science  
Secondary (Grades 6-12) -  
Physics  
Science, Composite  
Science  
Grades 6-12 or Grades 9-12 -  
Physics  
Science, Composite  
Science

Physical Science

Introductory Physical Science

Junior High School (grades 9-10 only) or High School -  
Physical Science (06)  
Chemistry (02) if issued prior to 9-1-76  
Physics (03) if issued prior to 9-1-76  
Science, Composite (04)  
Science  
Secondary (Grades 6-12) -  
Physical Science  
Science, Composite  
Science  
Grades 6-12 or Grades 9-12 -  
Physical Science  
Science, Composite  
Science

Teacher certificate dated between 9-1-66 and 9-1-76 plus 24 semester hours in a  
combination of sciences completed prior to 9-1-76

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Geology

Junior High School (grades 9-10 only) or High School -

Earth Science (05)  
Science, Composite (04)  
Science

Secondary (Grades 6-12) -  
Earth Science  
Science, Composite  
Science

Grades 6-12 or Grades 9-12 -  
Earth Science  
Science, Composite  
Science

24 semester hours in geology if assigned prior to the 1989-90 school year

Meteorology

Junior High School (grades 9-10 only) or High School -

Earth Science (05)  
Science, Composite (04)  
Science

Secondary (Grades 6-12) -  
Earth Science  
Science, Composite  
Science

Grades 6-12 or Grades 9-12 -  
Earth Science  
Science, Composite  
Science

24 semester hours in earth science including at least 12 hours in meteorology  
if assigned prior to the 1989-90 school year

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Astronomy

Junior High School (grades 9-10 only) or High School -  
Earth Science (05)  
Science, Composite (04)  
Science  
Secondary (Grades 6-12) -  
Earth Science  
Science, Composite  
Science  
Grades 6-12 or Grades 9-12 -  
Earth Science  
Science, Composite  
Science

24 semester hours in earth science including at least 12 hours in astronomy  
if assigned prior to the 1989-90 school year

Marine Science

Junior High School (grades 9-10 only) or High School -  
Earth Science (05)  
Science, Composite (04)  
Science  
Secondary (Grades 6-12) -  
Earth Science  
Science, Composite  
Science  
Grades 6-12 or Grades 9-12 -  
Earth Science  
Science, Composite  
Science

24 semester hours in biology including 12 hours in marine science if assigned  
prior to the 1989-90 school year

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Environmental Science

Junior High School (grades 9-10 only) or High School  
Science, Composite (04)  
Science

Secondary (Grades 6-12)  
Science, Composite  
Science

Grades 6-12 or Grades 9-12  
Science, Composite  
Science

24 semester hours in science including at least 12 hours in environmental science  
and/or ecology if assigned prior to the 1989-90 school year  
Any science teaching field with 12 semester hours in environmental science  
and/or ecology

Laboratory Management

Any science teaching field



GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Science III, IV

Junior High School (grades 9-10 only) or High School -

- Biology (01)
- Chemistry (02)
- Physics (03)
- Earth Science (05)
- Physical Science (06)
- Science, Composite (04)
- Science

Secondary (Grades 6-12) -

- Biology
- Chemistry
- Physics
- Earth Science
- Physical Science
- Science, Composite
- Science

Grades 6-12 or Grades 9-12 -

- Biology
- Chemistry
- Physics
- Earth Science
- Physical Science
- Science, Composite
- Science

Teacher certificate dated between 9-1-66 and 9-1-76 plus 24 semester hours in a  
combination of sciences completed prior to 9-1-76

Teacher certificate plus 24 semester hours in geology if assigned prior to 1989-90  
school year

Aerospace/Aviation  
Education I

Bachelor's degree and certified flight instructor's license

Secondary certification plus one of the following:

Private pilot license or higher

Basic ground instructor license or higher

Six semester hours or the equivalent in

Aerospace/Aviation Education (course or workshop)

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Aerospace/Aviation  
Education II

Same as Aerospace/Aviation Education I plus verified operational experience in:  
air traffic control or  
aircraft operation as required by flight crew member

HEALTH

Health Education  
Advanced Health Education

Junior High School (grades 9-10 only) or High School -  
Health (81)  
Health and Physical Education (80)  
Secondary (Grades 9-12) - Health  
All-Level - Health and Physical Education (07)  
Grades 6-12 or Grades 9-12 - Health

PHYSICAL EDUCATION

Physical Education I-IV  
Dance I-IV (P.E. Credit)

Junior High School (grades 9-10 only) or High School -  
Physical Education (82)  
Health and Physical Education (80)  
Secondary (Grades 6-12) - Physical Education  
All-Level - Physical Education  
All-Level - Health and Physical Education (07)  
All-Level (Grades 1-12) - Physical Education  
Special Subject Physical Education  
Grades 6-12 or Grades 9-12 - Physical Education

FINE ARTS

Art I-IV

Junior High School (grades 9-10 only) or High School - Art (50)  
Secondary (Grades 6-12) - Art  
All-Level - Art (06)  
All-Level (Grades 1-12) - Art  
Special Subject Art  
Grades 6-12 or Grades 9-12 - Art

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

Theatre Arts I-IV  
Theatre Production I-IV  
Technical Theatre I, II

Junior High School (grades 9-10 only) or High School -  
Drama (25)  
Speech and Drama  
Secondary (Grades 6-12) - Theatre Arts  
All-Level - Speech/Drama (09)  
All-Level (Grades 1-12) - Speech Communications/Theatre Arts  
Grades 6-12 or Grades 9-12 - Theatre Arts

Band I-IV  
Orchestra I-IV  
Choral Music I-IV  
Stage Band I-IV  
Instrumental Ensemble I-IV  
Vocal Ensemble I-IV  
Music Theory I, II  
Music History and Literature

Junior High School (grades 9-10 only) or High School -  
Music (90)  
Secondary (Grades 6-12) - Music  
All-Level - Music (08)  
All-Level (Grades 1-12) - Music  
Special Subject Music  
Grades 6-12 or Grades 9-12 - Music

Applied Music I, II

No certification of instructor required; examiners  
required to be certified except for organ, classic guitar,  
piano, or harp

Dance I-IV  
(Fine Arts Credit)

Junior High School (grades 9-10 only) or High School - Dance  
Secondary (Grades 6-12) - Dance  
Grades 6-12 or Grades 9-12 - Dance

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

SOCIAL STUDIES

United States History  
World History Studies  
Advanced Texas Studies  
American Culture Studies  
World Area Studies

Junior High School (grades 9-10 only) or High School -  
History (34)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
History  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 9-12 -  
History  
Social Studies  
Social Studies, Composite

World Geography Studies

Junior High School (grades 9-10 only) or High School -  
Geography (32)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
Geography  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 9-12 -  
Geography  
Social Studies  
Social Studies, Composite

United States Government

Junior High School (grades 9-10 only) or High School -  
Government-Political Science (33)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
Government  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 9-12 -  
Government  
Social Studies  
Social Studies, Composite

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Psychology**

Junior High School (grades 9-10 only) or High School -  
Psychology (35)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
Psychology  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 9-12 -  
Psychology  
Social Studies  
Social Studies, Composite

**Sociology**

Junior High School (grades 9-10 only) or High School -  
Sociology (37)  
Social Science, Composite (36)  
Secondary (Grades 6-12) -  
Sociology  
Social Studies  
Social Studies, Composite  
Grades 6-12 or Grades 9-12 -  
Sociology  
Social Studies  
Social Studies, Composite

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

| Advanced Social Science Problems | Junior High School (grades 9-10 only) or High School |
|----------------------------------|--|
|                                  | Anthropology (38)                                    |
|                                  | Economics (31)                                       |
|                                  | Geography (32)                                       |
|                                  | Government-Political Science (33)                    |
|                                  | History (34)   |
|                                  | Psychology (35)                                      |
|                                  | Sociology (37)                                       |
|                                  | Social Science, Composite (36)                       |
|                                  | Secondary (Grades 6-12)                              |
|                                  | Economics  |
|                                  | Geography  |
|                                  | Government   |
|                                  | History  |
|                                  | Psychology   |
|                                  | Sociology  |
|                                  | Social Studies                                       |
|                                  | Social Studies, Composite                            |
|                                  | Grades 6-12 or Grades 9-12                           |
|                                  | Economics  |
|                                  | Geography  |
|                                  | Government   |
|                                  | History  |
|                                  | Psychology   |
|                                  | Sociology  |
|                                  | Social Studies                                       |
|                                  | Social Studies, Composite                            |

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Economics with Emphasis  
on the Free Enterprise  
System and Its Benefits**

**Junior High School (grades 9-10 only) or High School -**

- Economics (31)
- Social Science, Composite (36)
- Secretarial Business (72)
- Business Administration (71)
- Business, General, Composite (70)
- Basic Business (No Shorthand) (73)
- Secondary (Grades 6-12) -
  - Economics
  - Social Studies
  - Social Studies, Composite
  - Secretarial Business
  - Business Administration
  - Business, General, Composite
  - Basic Business (No Shorthand)
  - Special Subject Commercial Subjects
- Grades 6-12 or Grades 9-12 -
  - Economics
  - Social Studies
  - Social Studies, Composite
  - Secretarial Business
  - Business Administration
  - Business, General, Composite
  - Basic Business (No Shorthand)

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

BUSINESS EDUCATION

Keyboarding/Word Processing  
Advanced Word Processing

Junior High School (grades 9-10 only) or High School -  
 Secretarial Business (72)  
 Business, General, Composite (70)  
 Basic Business (No Shorthand) (73)  
 Business Administration (71)\*  
 Secondary (Grades 6-12) -  
 Secretarial Business  
 Business, General, Composite  
 Basic Business (No Shorthand)  
 Business Administration\*  
 Special Subject Commercial Subjects  
 Grades 6-12 or Grades 9-12 -  
 Secretarial Business  
 Basic Business (No Shorthand)  
 Business Composite  
 Business Administration\*  
 Vocational Office Education (98)\*\*  
 Vocational Office Education Cooperative and Pre-Lab\*\*  
 Vocational Office Education Pre-Lab\*\*  
 Office Education\*\*

\*Plus evidence of college-level preparation in typing and of assignment to teach typing prior to and including 1989-90 school year.



GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Accounting  
Advanced Accounting  
Recordkeeping  
Business Communications

Junior High School (grades 9-10 only) or High School -  
Secretarial Business (72)  
Business Administration (71)  
Business, General, Composite (70)  
Basic Business (No Shorthand) (73)  
Secondary (Grades 6-12) -  
Secretarial Business  
Business Administration  
Business, General, Composite  
Basic Business (No Shorthand)  
Special Subject Commercial Subjects  
Grades 6-12 or Grades 9-12 -  
Secretarial Business  
Business Administration  
Business, General, Composite  
Basic Business (No Shorthand)  
Vocational Office Education (98)\*\*  
Vocational Office Education Cooperative and Pre-Lab\*\*  
Vocational Office Education Pre-Lab\*\*  
Office Education\*\*

\*\*Vocational office education teachers who do not have one of the four business education certificates listed shall complete six semester hours in business education methods courses.

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Business Computer Applications I  
Business Computer Programming I  
Office Administrative Systems  
Microcomputer Applications

Junior High School (grades 9-10 only) or High School -  
Secretarial Business (72)  
Business, General, Composite (70)  
Basic Business (No Shorthand) (73)  
Business Administration (71)\*  
Secondary (Grades 6-12) -  
Secretarial Business  
Business, General, Composite  
Basic Business (No Shorthand)  
Business Administration\*  
Special Subject Commercial Subjects  
Grades 6-12 or Grades 9-12 -  
Secretarial Business  
Basic Business (No Shorthand)  
Business, Composite  
Business Administration\*  
Vocational Office Education (98)\*\*  
Vocational Office Education Cooperative and Pre-Lab\*\*  
Vocational Office Education Pre-Lab\*\*  
Office Education\*\*  
Information Processing Technologies (For Microcomputer Applications only)

\*Plus evidence of college-level preparation or its equivalent in typing and of assignment to teach typing prior to and including the 1989-90 school year

\*\*Vocational office education teachers who do not have one of the four business education certificates listed shall complete six semester hours in business education methods courses.

NOTE: LEA shall verify computer competency for teachers certified prior to the inclusion of computing instruction in teacher education programs. Computing competency may be obtained in any one or combination of vendor-provided training, ESC workshops, or higher education courses.

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

Junior High School (grades 9-10 only) or High School -  
Secretarial Business (72)  
Business, General, Composite (70)  
Secondary (Grades 6-12) -  
Secretarial Business  
Business, General, Composite  
Special Subject Commercial Subjects  
Grades 6-12 or Grades 9-12  
Secretarial Business  
Business, General, Composite  
Vocational Office Education (98)\*\*  
Vocational Office Education Cooperative and Pre-Lab\*\*  
Vocational Office Education Pre-Lab\*\*  
Office Education\*\*

-----  
Junior High School (grades 9-10 only) or High School. -  
Business Administration (71)  
Business, General, Composite (70)  
Basic Business (No Shorthand) (73)  
Secondary (Grades 6-12) -  
Business Administration  
Business, General, Composite  
Basic Business (No Shorthand)  
Special Subject Commercial Subjects  
Grades 6-12 or Grades 9-12  
Business Administration  
Business, General, Composite  
Basic Business (No Shorthand)  
Vocational Office Education (98)\*\*  
Vocational Office Education Cooperative and Pre-Lab\*\*  
Vocational Office Education Pre-Lab\*\*  
Office Education\*\*

\*\*Vocational office education teachers who do not have one of the four business education certificates listed shall complete six semester hours in business education methods courses.

**DRIVER EDUCATION (32)**

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**COMPUTER SCIENCE I, II**

Junior High School (grades 9-10 only) or High School -  
Computer Information Systems (11)  
Secondary (Grades 6-12) - Computer Information Systems  
Grades 6-12 or Grades 9-12 - Computer Information Systems

**ROTC**

Emergency Teaching Permit for first year of assignment  
Continuation in the assignment will appear on the teacher service record

**ATHLETICS, CHEERLEADING,  
DRILL TEAM for Physical  
Education Equivalent Credit**

Teacher certificate

**DISCIPLINARY ALTERNATIVE  
EDUCATION PROGRAMS  
(See In-School Suspension)**

Teacher certificate

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**IN-SCHOOL SUSPENSION CLASS** Educational Aide III under daily supervision of a certified teacher

(for students assigned  
less than six weeks)

**IN-SCHOOL SUSPENSION CLASS** Teacher Certificate

(for students assigned  
more than six weeks)

**MAGNET COURSE** Teacher certificate or TEA Approval

**EXPERIMENTAL COURSE**

**LOCAL CREDIT COURSE** Teacher certificate or appropriate qualifications as determined by the district

**AGRISCIENCE AND AGRIBUSINESS**

**Agriscience and Cluster Courses:**

Introduction to world agricultural  
science and technology

Applied agricultural science and  
technology

Introduction to agricultural  
mechanics (cluster)

Home maintenance and improvement  
(cluster)

Animal and plant production (cluster)

Food technology (cluster)

Introduction to horticultural

sciences (cluster)\*

Energy and environmental technology  
(cluster)

Agribusiness management and marketing

Personal skill development in agriculture

Entrepreneurship in agriculture

Agricultural structures technology

Agricultural metal fabrication

technology

\*May be taught with Vocational Agriculture Ornamental Horticulture or Horticultural Science certificate.

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Agriscience and Cluster Courses  
(continued):**

- Agricultural power technology
- Diversified agriculture
- Animal science
- Soil and plant science
- Equine science
- Landscape design, construction, and maintenance\*
- Horticulture plant production\*
- Floral design and interior landscape development\*
- Fruit, nut, and vegetable production\*
- Wildlife and recreation management

\*May be taught with Vocational Agriculture Ornamental Horticulture or Horticultural Science certificate.

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Agriculture Cooperative  
Training

Vocational Agriculture Cooperative Training  
Vocational Agriculture (63)\*  
Vocational Agriculture Production\*  
Agricultural Science\*

Agricultural Mechanics I, II

Vocational General Agriculture Mechanics  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*

Horticulture I, II

Vocational Agriculture Ornamental Horticulture  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*  
Horticultural Science

Meat Processing I, II

Vocational Agriculture Meat Processing  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*

Specialty Agriculture I, II  
(Agricultural Pests and Pesticide  
Management)

Vocational Agriculture Chemicals  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*

\*Plus TEA cooperative workshop or three semester hours in the area of the special agricultural science and technology program  
\*\*Plus TEA pre-employment workshop or six semester hours in the area of the special agricultural science and technology program

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Specialty Agriculture I, II  
(Forestry)

Vocational Agriculture Forest Production Harvesting  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*

Specialty Agriculture I, II  
(Agricultural Resources)

Vocational Agriculture Resources  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*

Specialty Agriculture I, II  
(Animal Production)

Vocational Agriculture Feedlot Employment  
Vocational Agriculture (63)\*\*  
Vocational Agriculture Production\*\*  
Agricultural Science\*\*

+Plus TEA pre-employment workshop or six semester hours in the area of the special agricultural science and technology program



GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Agricultural Power & Machinery I, II Vocational Agriculture Power Machinery  
Vocational Agriculture (63)\*  
Vocational Agriculture Production\*  
Agricultural Science\*

Farm & Ranch Mechanical Maintenance Vocational Agriculture Handicapped Farm and Ranch Maintenance  
Vocational Education for the Handicapped Vocational Handicapped Agriculture  
(This certificate requires documentation verifying approval  
for specific VEH pre-employment course)  
Vocational Agriculture (63)\*  
Vocational Agriculture Production\*  
Agricultural Science\*

Horticultural Related Occupations Vocational Agriculture Handicapped Horticulture Related  
Vocational Education for the Handicapped Vocational Handicapped Agriculture  
(This certificate requires documentation verifying approval  
for specific VEH pre-employment course)  
Vocational Agriculture (63)\*  
Agricultural Science\*  
Vocational Agriculture Ornamental Horticulture  
Horticultural Science

\*Plus TEA pre-employment workshop or six semester hours in the area of the special agricultural science and technology program

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

HEALTH OCCUPATIONS

Health Occupations I, II  
(Cooperative)  
Health Care Science

Vocational Health Occupations (68)  
plus approval for cooperative training  
Vocational Health Occupations/Cooperative Training  
Health Science Technology

Health Occupations I, II  
(Laboratory)  
Health Care Science

Vocational Health Occupations (68)  
plus approval for pre-employment laboratory  
Vocational Health Occupations/Pre-employment Lab  
Health Science Technology

Health Occupations Vocational  
Education for the Handicapped

Vocational Health Occupations (68)  
plus approval for cooperative training  
or laboratory depending on assignment  
Vocational Handicapped Health  
Vocational Health Occupations/Cooperative Training (for cooperative assignment only)  
Vocational Health Occupations/Pre-employment Laboratory (for laboratory  
assignment only)  
Health Science Technology

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**HOME ECONOMICS**

Home Economics Comprehensive,  
Technical, and Cluster Courses  
Comprehensive home economics  
Individual and family life  
Parenting and child development  
Advanced child development  
Management  
Consumer and family economics  
Food science and nutrition  
Advanced food science and nutrition  
Family/individual health  
Families with special health needs  
Apparel  
Textiles and apparel design  
Housing, design, and furnishings  
Interior design  
Home economics career cluster (cluster)  
Home economics summer program

Vocational Homemaking (64)  
Vocational Home Economics  
Vocational Home Economics Education

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

- Home Economics Cooperative Education
- Coop/child care and guidance, management, and services
- Coop/food production, management, and services
- Coop/services for the elderly
- Coop/apparel and textiles production, management, and services
- Coop/housing, home furnishings, and equipment management, production, and services
- Coop/institutional maintenance
- Coop/hospitality services
- Coop/fashion design
- Vocational Homemaking (64)\*
- Vocational Home Economics\*
- Vocational Home Economics Education

\*Plus one of the following: TEA workshop in cooperative education or six semester hours of occupational home economics course work from an approved institution; or two years of approved wage earning experience in the specialized area of instruction plus three semester hours of occupational home economics course work from an approved institution

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

|  |  |
|--|--|
| Home Economics Pre-employment Laboratory (PL)                                    | Vocational Home Economics Pre-employment Laboratory (92)<br>(This certificate requires letter verifying approval for specific laboratory course) |
| PL/home economics production, management, and services                           | Vocational Homemaking (64)*  |
| PL/child care and guidance, management, and services                             | Vocational Home Economics*   |
| PL/food production, management, and services                                     | Vocational Home Economics Education  |
| PL/services for the elderly  | Vocational Home Economics Pre-employment Education   |
| PL/apparel and textiles production, management, and services                     |  |
| PL/housing, home furnishings, and equipment management, production, and services |  |
| PL/institutional maintenance   |  |
| PL/hospitality services  |  |
| PL/fashion design  |  |

\*Plus one of the following: Two TEA workshops in the specified assignment or six semester hours of occupational home economics course work from an approved institution; or two years of approved wage earning experience in the specialized area of instruction plus three semester hours of occupational home economics course work from an approved institution

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

|   |  |
|---|--|
| Home Economics Vocational Education for the Handicapped                           | Vocational Homemaking, VEH                         |
| VEH/home economics production, management, and services                           | Vocational Handicapped Homemaking                  |
| VEH/food production, management, and services                                     | Vocational Homemaking (64)*                        |
| VEH/apparel and textiles production, management, and services                     | Vocational Home Economics*                         |
| VEH/housing, home furnishings, and equipment management, production, and services | Vocational Home Economics Education                |
| VEH/institutional maintenance   | Vocational Home Economics Pre-employment Education |
| VEH/hospitality services  |  |
| Home Economics VEH  |  |

\*Plus one of the following: Two TEA workshops in the specified assignment or six semester hours of occupational home economics course work from an approved institution; or two years of approved wage earning experience in the specialized area of instruction plus three semester hours of occupational home economics course work from an approved institution

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

**INDUSTRIAL TECHNOLOGY EDUCATION**

(Previously Industrial Arts)  
Communication systems  
Manufacturing graphics  
Construction graphics  
Communication graphics  
Energy systems  
Power/transportation systems  
Electricity/electronics systems  
Production systems  
Manufacturing systems  
Construction systems  
Technology systems  
Computer applications  
Research and development

Junior High School (grades 9-10 only) or High School -  
Industrial Arts (60)  
Secondary (Grades 6-12) - Industrial Arts  
Secondary (Grades 6-12) - Industrial Technology  
Grades 6-12 or Grades 9-12  
Industrial Arts  
Industrial Technology  
Special Subject Industrial Arts

**MARKETING EDUCATION**

Retail Merchandising (Cluster)  
Principles of Marketing (Cluster)  
Marketing Education I, II  
(May be laboratory or cooperative)  
Entrepreneurship

Vocational Distributive Education (65)  
Vocational Marketing Education

Marketing Education  
Coordinated Vocational-Academic  
Education/General Marketing

Vocational Distributive Education (65)  
Vocational Marketing Education

Marketing Vocational Education  
for the Handicapped/  
General Marketing

Vocational Distributive Education (65)  
Vocational Marketing Education

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

CAREER INVESTIGATION

(Previously Occupation  
Orientation)

Vocational Occupational Orientation (91)  
Junior High School or High School -  
Secretarial, Business (72)  
Basic Business (No Shorthand) (73)  
Business, General, Composite (70)  
Business Administration (71)  
Secondary (Grades 6-12)  
Secretarial, Business  
Basic Business (No Shorthand)  
Business, General, Composite  
Business Administration  
Special Subject Commercial Subjects  
Grades 6-12 or Grades 6-8 -  
Secretarial Business  
Basic Business  
Business, General, Composite  
Business Administration

Vocational Education for the  
Handicapped Occupational  
Exploration

Vocational Occupational Orientation



GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

OFFICE EDUCATION (Cooperative)

|                                      |  |
|--------------------------------------|--|
| Office Administrative Systems        | Vocational Office Education (98)   |
| Business Information Processing      | Vocational Office Education Cooperative/Pre-employment Laboratory                    |
| Business Computer Programming I, II  | Vocational Office Education Pre-employment Laboratory                                |
| Business Computer Applications I, II | Vocational Data Processing   |
| Medical Secretary                    | Office Education   |
| Legal Secretary                      | Vocational Trades and Industries (62)* (For Business Computer Applications I, II and |
| Insurance                            | Business Computer Processing I, II only)   |
| Banking                              | Junior High School or High School -  |
| Educational Assistant                | Secretarial Business (72)*   |
| Experimental Courses                 | Business, General, Composite (70)*   |
|                                      | Business Basic (No Shorthand) (73)*  |
|                                      | Business Administration (71) **  |
|                                      | Secondary (Grades 6-12) -  |
|                                      | Secretarial Business*  |
|                                      | Business, General, Composite*  |
|                                      | Business, Basic (No Shorthand)*  |
|                                      | Business Administration **   |
|                                      | Special Subject Commercial Subjects*   |
|                                      | Grades 6-12 or Grades 9-12   |
|                                      | Secretarial Business*  |
|                                      | Business, General, Composite*  |
|                                      | Business Basic (No Shorthand)*   |
|                                      | Business Administration**  |

\*Teachers with these certificates can teach office education cooperative courses with two years work experience and completion of six semester hours in office education.

+Plus evidence of college-level credit or its equivalent in typing and of assignment to teach typing and/or computer courses prior to and including the 1989-90 school year.

GRADES 9-12

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

- Office Coordinated
- Vocational-Academic Education (CVAE) Vocational Education, CVAE/Handicapped and Vocational Education for the Handicapped (98)
- Handicapped (VEH)
- Business office services
- Business office clerical
- Vocational Office Education, CVAE
- Vocational Office Education, CVAE/Handicapped
- Vocational Office Education (98)
- Vocational Office Education Cooperative/Pre-employment Laboratory
- Vocational Office Education Pre-employment Laboratory
- Vocational Data Processing
- Vocational Handicapped Office Education
- Office Education
- Junior High and High School
- Secretarial Business (72) \*
- Business, General, Composite (70) \*
- Business, Basic (No Shorthand) (73) \*
- Business Administration (71) \* +
- Secondary (Grades 6-12) -
- Secretarial Business \*
- Business, General, Composite \*
- Business Basic (No Shorthand) \*
- Business Administration \* +
- Special Subject Commercial Subjects \*
- Grades 6-12 or Grades 9-12 -
- Secretarial Business \*
- Business, General, Composite \*
- Business Basic (No Shorthand) \*
- Business Administration \* +

\* A one week vocational teacher orientation for general education teachers and new vocational teachers is required if the course is to be offered as a vocational course.

+ Plus evidence of college-level credit or its equivalent in typing and of assignment to teach typing and/or computer courses prior to and including the 1989-90 school year.

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Office Education Laboratory Courses**

- Microcomputer Applications
- Office support systems
- Business financial applications
- Business Computer Applications I, II
- Business Computer Programming I, II
- Office Administrative Systems
- Specialty and Experimental Courses
- Vocational Office Education (98)
- Vocational Office Education Cooperative/Pre-employment Laboratory
- Vocational Office Education Pre-employment Laboratory
- Vocational Data Processing (degree required unless vocationally funded)
- Vocational Office Education, CVAE (degree required unless vocationally funded)
- Vocational Office Education, CVAE/Handicapped (degree required unless vocationally funded)
- Vocational Handicapped Office Education (degree required unless vocationally funded)
- Office Education
- Vocational Trades and Industries (62) (For Business Computer Applications I, II and Business Computer Programming I, II only)
- Junior High School (Grades 9-10 only) or High School -
  - Secretarial Business (72)+
  - Business, General, Composite (70)+
  - Basic Business (no Shorthand) (73)+
  - Business Administration (71)\*\*
- Secondary (Grades 6-12) -
  - Secretarial Business+
  - Business, General, Composite+
  - Basic Business (no Shorthand)+
  - Business Administration\*\*
  - Special Subject Commercial Subjects
  - Grades 6-12 or Grades 9-12 -
    - Secretarial Business+
    - Business, General, Composite+
    - Business Basic (No Shorthand)+
    - Business Administration \*\*
- Information Processing Technology (for Microcomputer Applications only)

\*Assignment to Microcomputer Applications, Business Computer Applications I-II, Business Computer Programming I-II, and Office Administrative Systems requires evidence of college-level credit or its equivalent in typing and evidence of assignment to teach typing and/or computing courses prior to and including the 1989-90 school year.

+A one week vocational teacher orientation for general education teachers and new vocational education teachers is required if the course is to be offered as a vocational course.

NOTE: LEA shall verify computer competency for teachers certified prior to the inclusion of computing instruction in teacher education programs. Computing competency may be obtained in any one or combinations of vendor-provided training, ESC workshops, or higher education courses.

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL OR ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**TRADE AND INDUSTRIAL EDUCATION**

Industrial Electronics

Vocational Technical (96)\*

Vocational Trades and Industries (62)\*

Vocational Industrial Electronics

Vocational Trades and Industries, Pre-employment Laboratory\*

Industrial Cooperative Training

Homogeneous ICT for Petro-Chemical

Homogeneous ICT for Law Enforcement

Security Service Cooperative

Technical Education Internship

Vocational Trades and Industries (62)\*

Vocational Trades and Industries, Cooperative

\*Requires letter from TEA, public school district, or approved institution verifying approval for specific course.

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Trades and Industrial Vocational Trades and Industries (62)\*  
Laboratory Courses Vocational Trades and Industries, Pre-employment Laboratory\*  
Air conditioning and refrigeration  
Bricklaying/stone masonry  
Building trades  
Construction carpentry  
Cement laying and finishing  
Electrical trades  
Mill and cabinetmaking  
Painting and decorating  
Piping trades/plumbing  
Business machine repair  
Computer maintenance technician  
Industrial electronics  
Instrumentation  
Major appliance repair  
Vocational electronics  
Machine shop  
Metal trades  
Sheetmetal  
Welding  
Advertising design  
Commercial photography  
Drafting  
Graphic arts

\*Requires letter from TEA, public school district, or approved institution verifying approval for specific course.

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Trades and Industrial  
Laboratory Courses (Continued)

|   |  |
|---|--|
| Aircraft mechanics  | Vocational Trades and Industries (62)*                       |
| Automotive collision repair and<br>refinishing technology | Vocational Trades and Industries, Pre-employment Laboratory* |
| Auto specialization                                       |  |
| Automotive technician                                     |  |
| Diesel mechanics  |  |
| Marine engine   |  |
| Small engine repair                                       |  |
| Culinary arts   |  |
| Cosmetology   |  |
| Hydraulics and pneumatics                                 |  |
| Media technology  |  |
| Leather trades  |  |
| Marine related occupations                                |  |
| Needle trades   |  |
| Petro-chemical laboratory technician                      |  |
| Plant maintenance   |  |
| Plant processing  |  |
| Quality control   |  |
| Stationary energy sources                                 |  |
| Upholstery/furniture repair                               |  |
| Vocational plastics                                       |  |
| Security services   |  |
| Barbering   |  |
| Floriculture  |  |
| Truck driving   |  |
| Industrial equipment repair                               |  |
| Meat cutting  |  |

\*Requires letter from TEA, public school district, or approved institution verifying approval for specific course.

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

Trade and Industrial Vocational  
Education for the Handicapped  
Cooperative

Vocational Handicapped (67)\*

Vocational Industries, Cooperative, Handicapped  
Vocational Handicapped Industrial\*

Trade and Industrial

Vocational Handicapped (67)\*

Vocational Education for the  
Handicapped Laboratory  
VEH auto body repair  
VEH auto mechanics  
VEH bricklaying  
VEH building maintenance  
VEH cabinetmaking  
VEH electrician's helper  
VEH electronic assembly  
VEH furniture repair and upholstery  
VEH general construction trades  
VEH general mechanical repair  
VEH house painting  
VEH laundry service  
VEH metal trades  
VEH small engine repair  
VEH service station attendant

Vocational Industries, Pre-employment/Handicapped\*  
Vocational Handicapped Industrial\*

\*Requires letter from TEA, public school district, or approved institution verifying approval for specific course

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Multi-Occupational Cooperative  
Training**

- Vocational Agriculture Cooperative Training
- Vocational Distributive Education (65)
- Vocational Marketing Education
- Vocational Health Occupations (68)\*\*
- Vocational Health Occupations/Cooperative Training
- Vocational Homemaking (64)
- Vocational Home Economics
- Vocational Home Economics Education
- Vocational Office Education (98)\*\*
- Vocational Office Education Cooperative/Pre-employment
- Vocational Trades and Industries (62)\*\*
- Vocational Trades and Industries, Cooperative
- Vocational Coordinated Academic Education (66)\*
- Vocational Industries, Cooperative, CVAE
- Vocational Industrial, CVAE\*

\*Requires letter from TEA, public school district, or approved institution verifying approval for specific course

\*\*Requires letter from TEA, public school district, or approved institution verifying approval for cooperative training



GRADES 9-12

**JUNIOR HIGH SCHOOL, HIGH SCHOOL, AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Trades and Industrial  
Cluster Courses**

**Introduction to  
Construction Careers**

**Vocational Trades and Industries (62)**

**Vocational Trades and Industries Pre-employment Laboratory**

**Certificates listed above require letter of approval for any of the following:**

Air conditioning and refrigeration

Bricklaying/stone masonry

Building trades

Construction carpentry

Cement laying and finishing

Electrical trades

Mill and cabinetmaking

Painting and decorating

Piping trades/plumbing

**Vocational Occupational Orientation (91)**

**Certificate listed above requires letter of approval for:**

Occupational Exploration Construction Cluster

Vocational Coordinated Academic Education (66)

Vocational Industries, CVAE

Vocational Industries, Pre-employment, CVAE

**Certificates listed above require letter of approval for any of the following:**

CVAE general construction trades

CVAE building maintenance

CVAE air conditioning and refrigeration

CVAE bricklaying

CVAE mill and cabinetmaking

CVAE painting and decorating

CVAE plumbing, heating, and cooling

Vocational Handicapped (67)

Vocational Industrial, Pre-employment/handicapped

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Trades and Industrial  
Cluster Courses (Continued)

Vocational Handicapped Industrial  
Certificates listed above require letter of approval for any of the following:  
VEH bricklaying  
VEH building maintenance  
VEH cabinetmaking  
VEH electrician's helper  
VEH general construction trades  
VEH house painting

**GRADES 9-12**

**JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)**

**ASSIGNMENTS**

**Trades and Industrial  
Cluster Courses (Continued)**

**Introduction to  
Electrical/Electronic Careers**

Vocational Industrial Electronics  
Vocational Trades and Industries (62)  
Vocational Trades and Industries Pre-employment Laboratory  
Vocational Technical (96)

Certificates listed above require letter of approval for any of the following:

Business machine repair  
Computer maintenance technician  
Industrial electronics  
Instrumentation  
Major appliances repair  
Vocational electronics  
Radio and television repair  
Vocational Handicapped (67)  
Vocational Industrial Pre-employment/handicapped  
Vocational Handicapped Industrial

Certificates listed above require letter of approval for:  
VEH electronics assembly

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

**ASSIGNMENTS**

**Trades and Industrial  
Cluster Courses (Continued)**

**Introduction to  
Precision Metal  
Manufacturing Careers**

Vocational Trades and Industries (62)

Vocational Trades and Industries Pre-employment Laboratory

Certificates listed above require letter of approval for any of the following:

Machine shop

Metal trades

Sheetmetal

Welding

Quality control

Vocational Occupational Orientation (91)

Certificate listed above requires letter of approval for:

Occupational Exploration Manufacturing Cluster

Vocational Coordinated Academic Education (66)

Vocational Industrial, CVAE

Vocational Industrial, Pre-employment, CVAE

Certificates listed above require letter of approval for any of the following:

CVAE general metal trades

CVAE sheetmetal worker

CVAE welding

Vocational Handicapped (67)

Vocational Industrial, Pre-employment/handicapped

Vocational Handicapped Industrial

Certificates listed above require letter of approval for:

VEH metal trades

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Trades and Industrial  
Cluster Courses (Continued)

Introduction to  
Graphic Communications Careers

Vocational Trades and Industries (62)

Vocational Trades and Industries, Pre-employment Laboratory

Certificates listed above require letter of approval for any of the following:

Advertising design

Commercial art

Commercial photography

Drafting

Architectural drafting

Graphics art

Printing, offset

Printing, letterpress

Printing trades

Vocational Occupational Orientation (91)

Certificate listed above requires letter of approval for:

Occupational Exploration Communications and Media Cluster

Occupational Coordinated Academic Education (66)

Vocational Industrial, CVAE

Vocational Industries, Pre-employment, CVAE

Certificates listed above require letter of approval for one of the following:

CVAE commercial display and decoration

CVAE printing

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Trades and Industrial  
Cluster Courses (Continued)

Introduction to  
Transportation Service Careers

Vocational Trades and Industries (62)

Vocational Trades and Industries Pre-employment Laboratory

**Certificates listed above require letter of approval for any of the following:**

- Aircraft mechanics
- Auto body repair
- Automotive collision, repair and refinishing technology
- Auto specialization
- Auto mechanics
- Auto diesel mechanics
- Automobile electrician
- Automobile front end and brakes
- Auto transmission repair
- Bus mechanics
- Automotive technician
- Diesel mechanics
- Marine engine repair
- Small engine repair
- Vocational Occupational Orientation (91)

**Certificate listed above requires letter of approval for:**

- Occupational Exploration Transportation Cluster
- Vocational Coordinated Academic Education (66)
- Vocational Industrial, CVAE
- Vocational Industrial, Pre-employment, CVAE

**Certificates listed above require letter of approval for any of the following:**

- CVAE general mechanical repair
- CVAE auto mechanics
- CVAE general marine repair
- CVAE marine engine repair
- CVAE small engine repair
- Vocational Handicapped (67)
- Vocational Industrial, Pre-employment, Handicapped

GRADES 9-12

JUNIOR HIGH SCHOOL, HIGH SCHOOL AND ALL-LEVEL  
CERTIFICATES (NUMERICAL CODES)

ASSIGNMENTS

Trades and Industrial  
Cluster Courses (Continued)

Vocational Handicapped Industrial

Certificates listed above require letter of approval for any of the following:

VEH auto body repair

VEH auto mechanics

VEH general mechanical repair

VEH small engine repair

**ASSIGNMENT OF SCHOOL PERSONNEL**

**PART II**

**PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 6-12**



**PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 6-8 (DEPARTMENTALIZED)**

**MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966**

**MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962**

**SUBJECT**

**BUSINESS**

A college course in typewriting  
if teaching one or two classes

A college course in typewriting  
or specific preparation in  
secretarial science

Career Investigation

12 semester hours in business  
education

18 semester hours in business

**ENGLISH LANGUAGE ARTS**

English Language Arts

18 semester hours in English

18 semester hours in English

Speech

12 semester hours in speech

12 semester hours in speech

Reading

Specific preparation in the  
teaching of reading\*

Specific preparation in the  
teaching of reading\*

Reading Improvement

Specific preparation in the  
teaching of reading\*

Specific preparation in the  
teaching of reading\*

**FINE ARTS**

Art

12 semester hours in art

18 semester hours in art

Theatre Arts

12 semester hours in theatre arts

18 semester hours in theatre arts

All Music Courses Except for

12 semester hours in music

18 semester hours in music

Applied Music

\*Such as inservice, seminar, or college course in reading

**PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 6-8 (DEPARTMENTALIZED)**

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

| SUBJECT   | 12 semester hours in health  | 12 semester hours in health,<br>biology, foods, nutrition, or<br>physiology                            |
|---|--|--|
| <b>HEALTH</b>                                     | 12 semester hours in health  | 12 semester hours in health,<br>biology, foods, nutrition, or<br>physiology                            |
| <b>MATHEMATICS</b>                                | 12 semester hours in mathematics   | 18 semester hours in mathematics   |
| <b>PHYSICAL EDUCATION</b>                         | 12 semester hours in physical<br>education   | 12 semester hours in physical<br>education   |
| <b>SCIENCE</b>                                    | 12 semester hours in science   | 18 semester hours in science<br>(any combination of sciences)  |
| Life Science                                      | 12 semester hours in science   | 18 semester hours in science<br>(any combination of sciences)  |
| Earth Science                                     | 12 semester hours in science   | 18 semester hours in science<br>(any combination of sciences)  |
| <b>OTHER LANGUAGES</b>                            | 12 semester hours in the<br>language of assignment   | 18 semester hours in the<br>language of assignment   |
| <b>SOCIAL STUDIES</b>                             | 18 semester hours in social<br>science   | 18 semester hours in social<br>science including 12 semester<br>hours related to the assignment        |
| Texas History and Geography,<br>Grade 7           | 18 semester hours in social<br>science   | 18 semester hours in social<br>science including 12 semester<br>hours related to the assignment        |
| United States History<br>and Citizenship (Civics) | 18 semester hours in social<br>science   | 18 semester hours in social<br>science including 12 semester<br>hours related to the assignment        |
| <b>COMPUTER LITERACY</b>                          | Verified competency in<br>accordance with procedures<br>established by the State<br>Board of Education | Verified competency in<br>accordance with procedures<br>established by the State<br>Board of Education |

**PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 6-8 (DEPARTMENTALIZED)**

**MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966**

**MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962**

**SUBJECT**

**BUSINESS EDUCATION**

|                                      | One course in advanced typewriting   | A college course in advanced typewriting if teaching one or two classes, or specific preparation in secretarial science |
|--------------------------------------|--|---|
| Typewriting                          | One course in typewriting  | 24 semester hours in business education   |
| Advanced Typewriting/Word Processing | One course in typewriting  | 24 semester hours in business education   |
| Business Mathematics                 | 12 semester hours in business education or 12 semester hours in mathematics              | 24 semester hours in business education   |
| Business Communications              | 12 semester hours in business education  | 24 semester hours in business education   |
| Business Data Processing             | 12 semester hours in business education  | 24 semester hours in business education   |
| Introduction to Computer Programming | 12 semester hours in business education  | 24 semester hours in business education   |
| Office Procedures                    | 12 semester hours in business education  | 24 semester hours in business education   |
| Accounting                           | 12 semester hours in business education, including a course in bookkeeping or accounting | 24 semester hours in business education   |

PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

SUBJECT

Advanced Accounting

12 semester hours in  
business education, including  
a course in bookkeeping or  
accounting

24 semester hours in business  
education

Recordkeeping

12 semester hours in  
business education, including  
a course in bookkeeping or  
accounting

24 semester hours in business  
education

Shorthand

One course in shorthand

24 semester hours in business  
education

Advanced Shorthand

One course in shorthand

24 semester hours in business  
education

Personal Business Management

12 semester hours in  
business education

24 semester hours in business  
education

Business and Consumer Law

12 semester hours in  
business education

24 semester hours in business  
education

Business Management and  
Ownership

12 semester hours in  
business education

24 semester hours in business  
education

Personal Finance

12 semester hours in  
business education

24 semester hours in business  
education

Microcomputer Applications

12 semester hours in  
business education

24 semester hours in business  
education

PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

SUBJECT

ENGLISH LANGUAGE ARTS

English I-IV 18 semester hours in English 24 semester hours in English

Correlated Language Arts  
Research/Technical Writing  
Creative/Imaginative Writing  
Practical Writing Skills  
World Literature  
Literary Genres  
Humanities  
Analysis of Visual Media  
Independent Study in English

Introduction to Speech 12 semester hours in speech  
Communication if teaching only one or two  
Oral Interpretation I-III classes; 24 semester hours  
Introduction to Radio and in speech if teaching three or  
Television more classes  
Debate I-III

Public Speaking I-III  
Independent Study in Speech

Journalism 12 semester hours in journalism  
Advanced Journalism: if teaching only one or two  
Yearbook or Literary classes; 24 semester hours  
Magazine Production I-III in journalism if teaching three or  
Advanced Journalism: more classes  
Newspaper Production I-III  
Photojournalism  
Broadcast Journalism  
Independent Study in Journalism

PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

SUBJECT

|   |   |   |
|---|---|---|
| Reading Improvement                                       | Specific preparation in the teaching of reading*  | Specific preparation in the teaching of reading*  |
| *Such as inservice, seminar, or college course in reading |   |   |
| Advanced Reading  | Specific preparation in the teaching of reading*  | Specific preparation in the teaching of reading*  |
| *Such as inservice, seminar, or college course in reading |   |   |
| FINE ARTS   |   |   |
| Art I-IV  | 12 semester hours in art  | 24 semester hours in art  |
| Theatre Arts I-IV   | 18 semester hours in English including 6 semester hours in theatre arts   | 12 semester hours in theatre arts if teaching only one or two classes;<br>24 semester hours in theatre arts if teaching three or more classes   |
| All Music Courses except for Applied Music                | 12 semester hours in music  | 24 semester hours in music  |
| HEALTH  |   |   |
| Health Education  | 12 semester hours in health or related subjects such as nutrition, anatomy, physiology, kinesiology, other life sciences related to human health, social sciences related to mental or social health, home and family living, and first aid | 18 semester hours in health or related subjects such as nutrition, anatomy, physiology, kinesiology, other life sciences related to human health, social sciences related to mental or social health, home and family living, and first aid |

PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

SUBJECT

|                           |   |   |
|---------------------------|---|---|
| Advanced Health Education | 12 semester hours in health or related subjects such as nutrition, anatomy, physiology, kinesiology, other life sciences related to human health, social sciences related to mental or social health, home and family living, and first aid | 18 semester hours in health or related subjects such as nutrition, anatomy, physiology, kinesiology, other life sciences related to human health, social sciences related to mental or social health, home and family living, and first aid |
|---------------------------|---|---|

|   |   |   |
|---|---|---|
| PHYSICAL EDUCATION<br>Physical Education I-IV | 12 semester hours in physical education | 24 semester hours in physical education |
|---|---|---|

|                       |                                      |                                      |
|-----------------------|--------------------------------------|--------------------------------------|
| INDUSTRIAL TECHNOLOGY | 12 semester hours in industrial arts | 24 semester hours in industrial arts |
|-----------------------|--------------------------------------|--------------------------------------|

|                           |                                  |                                  |
|---------------------------|----------------------------------|----------------------------------|
| MATHEMATICS (ALL COURSES) | 12 semester hours in mathematics | 24 semester hours in mathematics |
|---------------------------|----------------------------------|----------------------------------|

|  |  |                              |
|--|--|------------------------------|
| SCIENCE<br>Introductory Biology<br>Biology I, II | 12 semester hours in science with at least one course in biology | 24 semester hours in biology |
|--|--|------------------------------|

|                 |  |                                |
|-----------------|--|--------------------------------|
| Chemistry I, II | 12 semester hours in science with at least one course in chemistry | 24 semester hours in chemistry |
|-----------------|--|--------------------------------|

|               |  |                              |
|---------------|--|------------------------------|
| Physics I, II | 12 semester hours in science with at least one course in physics | 24 semester hours in physics |
|---------------|--|------------------------------|

PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

SUBJECT

|                               | 12 semester hours in science   | 24 semester hours in any combination of sciences  |
|-------------------------------|--|---|
| Introductory Physical Science | 12 semester hours in science   | 24 semester hours in any combination of sciences  |
| Physical Science              |  |   |
| Physiology and Anatomy        | 12 semester hours in science   | 24 semester hours in science  |
| Geology                       | 12 semester hours in science with at least one course in geology                                   | 24 semester hours in science including at least 12 semester hours in geology                              |
| Meteorology                   | 12 semester hours in science with at least one course in meteorology                               | 24 semester hours in science including at least 12 semester hours in meteorology                          |
| Astronomy                     | 12 semester hours in science with at least one course in astronomy                                 | 24 semester hours in science including at least 12 semester hours in astronomy                            |
| Marine Science                | 12 semester hours in science with at least one course in oceanography                              | 24 semester hours in science including at least 12 semester hours in oceanography                         |
| Environmental Science         | 12 semester hours in science including at least one course in environmental science and/or ecology | 24 semester hours in science including at least 12 semester hours in environmental science and/or ecology |
| OTHER LANGUAGES (ALL COURSES) | 12 semester hours in the language of assignment  | 24 semester hours in the language of assignment   |



PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966

MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962

SUBJECT

SOCIAL STUDIES

|                          |                                     |   |
|--------------------------|-------------------------------------|---|
| United States History    | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| World History Studies    | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| World Geography Studies  | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| United States Government | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| Advanced Texas Studies   | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| American Culture Studies | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| World Area Studies       | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |

**PROVISIONS FOR TEACHERS CERTIFIED BEFORE 1966  
AND ASSIGNED TO GRADES 9-12**

**MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED AFTER  
SEPTEMBER 1, 1962, AND PRIOR TO  
SEPTEMBER 1, 1966**

**MINIMUM REQUIREMENTS FOR THOSE  
WITH CERTIFICATES DATED PRIOR  
TO SEPTEMBER 1, 1962**

**SUBJECT**

|                                  |                                     |   |
|----------------------------------|-------------------------------------|---|
| Psychology                       | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| Sociology                        | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |
| Advanced Social Science Problems | 18 semester hours in social science | 24 semester hours in social science including 12 semester hours related to the assignment |

**NOTE: If no provisions are listed above, assignments must meet requirements in Part I:  
Requirements for Assignment of Teachers**

**ASSIGNMENT OF SCHOOL PERSONNEL**

**PART III**

**REQUIREMENTS FOR ASSIGNMENT OF ADMINISTRATORS,  
OTHER INSTRUCTIONAL AND PROFESSIONAL SUPPORT PERSONNEL,  
SPECIAL EDUCATION RELATED SERVICES PERSONNEL, AND  
PARAPROFESSIONAL PERSONNEL**

ADMINISTRATORS AND OTHER INSTRUCTIONAL PERSONNEL

CERTIFICATES (NUMERICAL CODES)/CREDENTIALS

TITLE

Superintendent

Superintendent (26,27)  
Administrator (25)

Principal

Superintendent (26,27)  
Administrator (25)  
Mid-Management Administrator (24)  
Principal (22,28)

Part-time  
Principal

Superintendent (26,27)  
Administrator (25)  
Mid-Management Administrator (24)  
Principal (22,28)

NOTE: If administrative duties are less than 50 percent of the day, a bachelor's degree and a teacher certificate for grade level of assignment are appropriate.

Assistant Principal

Superintendent (26,27)  
Administrator (25)  
Mid-Management Administrator (24)  
Principal (22,28)  
Assistant Principal (23)

Administrative  
Officer I-VIII

Bachelor's degree (unless specifically exempted by the commissioner of education based upon other specialized training and/or experience and other unusual justifications.)

NOTE: Responsibilities may not include assignments in instructional programs. Responsibilities may include coordinating or supervising groups or major functions in personnel, business, accounting, planning, research, etc.

Instructional  
Officer I-VIII

Superintendent (26,27)  
Administrator (25)  
Mid-Management Administrator (24)  
Principal (22,28)  
Supervisor (30)  
Vocational Supervisor (69)  
Special Education Supervisor

**ADMINISTRATORS AND OTHER INSTRUCTIONAL PERSONNEL**

**TITLE**

**CERTIFICATES (NUMERICAL CODES)/CREDENTIALS**

**Supervisor**

Supervisor (30)  
Superintendent (26, 27)  
Administrators (25)  
Mid-Management Administrators (24)  
Principal (22, 28)  
Vocational Supervisor (69)  
Special Education Supervisor

**Counselor**

Counselor (31)

**Student Services Specialist**

Counselor  
Special Education Counselor  
Vocational Counselor  
Visiting Teacher  
Special Education Visiting Teacher  
School Psychologist (48)  
Associate School Psychologist (49)  
Licensure by the Texas State Board of Examiners of Psychologists as a psychologist or certification by the National Association of School Psychologists as a Nationally Certified School Psychologist  
Licensure by the Texas State Board of Examiners of Professional Counselors  
Certified as a social worker by the Texas Department of Human Services

**NOTE:** Student services specialist, within the scope of his or her licenses or certificates, should be used in coordination with the school comprehensive guidance program and in collaboration with the pupil services team to extend services that meet the varied needs of students.

**Vocational Administrator  
Vocational Director  
Vocational Supervisor**

Vocational Supervisor (69)  
Vocational education certificate plus one of the following:  
Superintendent (26, 27)  
Administrators (25)  
Mid-Management Administrator (24)  
Principal (22, 28)  
Supervisor (30)  
Special Education Supervisor

**Vocational Counselor**

Vocational Counselor (70)

**ADMINISTRATORS AND OTHER INSTRUCTIONAL PERSONNEL**

**CERTIFICATES (NUMERICAL CODES)/CREDENTIALS**

**TITLE**

Provisional or Professional Librarian (32)  
Learning Resources Endorsement  
Learning Resources Specialist

Professional Librarian (32)  
Learning Resources Specialist

Teacher certificate

Licensed by the Texas Board of Athletic Trainers

Visiting Teacher (35)  
Bachelor's degree plus teacher certificate

Visiting Teacher (35)  
Master's degree plus teacher certificate

Appropriate teaching certificate plus special training for special assignment

Teacher certification in appropriate area and level of assignment  
Gifted and Talented Endorsement (not required for assignment)

**NOTE:** The gifted and talented endorsement is optional and not required for assignment. In order to be eligible for assignment to a gifted and talented program, an individual must hold certification in the appropriate area and level of assignment.

Current registration with Texas State Board of Nurse Examiners  
School Nurse (33)

**NOTE:** The Board of Nurse Examiners prohibits the reproduction of the license of a registered nurse for any purpose. Employing school districts may establish a register of school nurses as verification of licensure. This register should be maintained in the central office with other personnel records. School nurses must present, in person, the original of their current license to an appropriate school official responsible for personnel records. This official must record the name of the nurse, license number, date of expiration, signature of the school official, and date the information was entered into the register.

**SPECIAL EDUCATION SUPPORT AND INSTRUCTIONAL PERSONNEL**

**CERTIFICATES (NUMERICAL CODES)/CREDENTIALS**

**TITLE**

**SPECIAL EDUCATION**

Special Education Director  
Special Education Supervisor

Special Education Supervisor  
Special education certificate or endorsement plus one of the following:  
Superintendent (26,27)  
Administrator (25)  
Mid-Management Administrator (24)  
Principal (22,28)  
Supervisor (30)

**Special Education Counselor**

Special Education Counselor  
Special Education Visiting Teacher  
School Psychologist (48)  
Associate School Psychologist (49)  
Licensure by the Texas State Board of Examiners of Psychologists as a  
psychologist or certification as a psychological associate or certification by the  
National Association of School Psychologists as a Nationally Certified School  
Psychologist  
Licensure by the Texas State Board of Examiners of Professional Counselors  
Certified as a social worker by the Texas Department of Human Services

**School Psychologist**

School Psychologist (48)  
Licensure by the Texas State Board of Examiners of Psychologists as a psychologist  
or certification by the National Association of School Psychologists as a  
Nationally Certified School Psychologist

**Associate School Psychologist**

Associate School Psychologist (49)  
School Psychologist (48)  
Licensure by the Texas State Board of Examiners of Psychologists as a psychologist  
or certification as a psychological associate or certification by the National  
Association of School Psychologists as a Nationally Certified School Psychologist

**Educational Diagnostician**

Educational Diagnostician (40)  
Associate School Psychologist (49)  
School Psychologist (48)  
Licensure by the Texas State Board of Examiners of Psychologists as a psychologist  
or certification as a psychological associate or certification by the National  
Association of School Psychologists as a Nationally Certified School Psychologist

SPECIAL EDUCATION SUPPORT AND INSTRUCTIONAL PERSONNEL

CERTIFICATES (NUMERICAL CODES)/CREDENTIALS

TITLE

|                           |  |
|---------------------------|--|
| Special Education Teacher | Deaf and Severely Hard of Hearing (43)<br>Hearing Impaired<br>Deficient Vision (41)<br>Visually Handicapped<br>Emotionally Disturbed (47)<br>Severely Emotionally Disturbed and Autistic<br>Generic Special Education<br>Elementary - Generic Special Education<br>Elementary (Grades 1-8) - Generic Special Education<br>High School - Generic Special Education (grades 6-12 only)<br>Secondary (Grades 6-12) - Generic Special Education (grades 6-12 only)<br>Language and/or Learning Disabilities (51)<br>Mentally Retarded (44)<br>Physically Handicapped (42)<br>Severely and Profoundly Handicapped<br>Speech and Hearing Therapy (45)<br>Speech and Language Therapy<br>School Speech-Language Pathologist<br>Deaf School (01) (Texas State School for the Deaf only)<br>Blind School (02) (Texas State School for the Blind only)<br>Deaf-Blind<br>Early Childhood Education for Handicapped Children (52) (infants-Grade 6 only) |
|---------------------------|--|

These certificates are appropriate for special education assignment in grades PK-12 except where otherwise noted.

**NOTE:** Teachers whose salaries are paid from special education funds must hold special education certification or endorsement and demonstrate the necessary skills for the particular assignment. In most cases, generic certification is appropriate; however, the district should make every effort to secure educators trained in the specialized skills needed to serve the special needs of the children. If a staff member does not have the skills and knowledge needed for the assignment, the district will make provisions for the person to acquire the necessary skills and knowledge.



**SPECIAL EDUCATION SUPPORT AND INSTRUCTIONAL PERSONNEL**

**CERTIFICATES (NUMERICAL CODES)/CREDENTIALS**

**TITLE**

Teacher of Pregnant Students  
Served in a Special Education  
Setting

**Full Time:**

Teacher certificate plus  
necessary skills and knowledge  
in the following:\*

Prenatal care

Infant and child development

Child health and emergency care

Discipline and other parenting skills including prevention of child abuse

**Part Time:**

Teacher certificate

Teacher of Adaptive Physical  
Education

Special education certificate, endorsement, teaching field, area of  
specialization, or related service credential plus the necessary skills  
and knowledge\*

Teacher certificate with an area of specialization or teaching field in

Physical Education (82) or Health and Physical Education (80)

All-Level - Physical Education

All-Level - Health and Physical Education (07)

All-Level (Grades 1-12) - Physical Education

Special Subject Physical Education

Grades 6-8 - Physical Education

Grades 9-12 - Physical Education

Grades 6-12 - Physical Education

Licensure as occupational therapist

Licensure as physical therapist

Occupational therapy assistants or physical therapy assistants working  
under supervision in accordance with the standards of their profession

\*Evidence of "necessary skills and knowledge" may be documented through inservice records, seminar attendance records,  
or transcripts of college courses.

SPECIAL EDUCATION SUPPORT AND INSTRUCTIONAL PERSONNEL

CERTIFICATES (NUMERICAL CODES)/CREDENTIALS

TITLE

Teacher in Hospital Class  
or Home-Based Instruction

Teacher of 3 or more students:

Special education certificate or endorsement

Teacher certificate plus:

Three semester hour survey course in education of the handicapped and  
Three semester hour course related to teaching physically handicapped or  
other health impaired

Teacher of 1 or 2 students:

Teacher certificate

Speech Therapist

Speech and Hearing Therapy (45)

Speech and Language Therapy

School Speech-Language Pathologist

Licensure by the State Committee of Examiners for Speech-Language Pathology  
and Audiology as a speech-language pathologist

Note: Preference in employment should be given to applicants holding state licensure

Special Education Visiting

Teacher

Special Education Visiting Teacher

Teacher of Visually Handicapped

Deficient Vision (41)

Visually Handicapped

Teachers assigned to visually handicapped students from birth through age two:

Early Childhood Education for Handicapped Children (52)

Deficient Vision (41)

Visually Handicapped

NOTE: This teacher must be available to visually handicapped students.

SPECIAL EDUCATION SUPPORT AND INSTRUCTIONAL PERSONNEL

TITLE

CERTIFICATES (NUMERICAL CODES)/CREDENTIALS

Teacher of Auditorially  
Handicapped

Deaf and Severely Hard of Hearing (43)  
Hearing Impaired

NOTE: This teacher must be available to auditorially handicapped students.

Vocational Adjustment  
Coordinator

If initially assigned prior to 9/1/85:

Special education certificate  
Teacher certificate plus special education endorsement

If initially assigned after 9/1/85, but before September 1, 1990,:

Generic Special Education  
If initially assigned after September 1, 1990:  
Special Education Certificate\*  
Teacher certificate plus special education endorsement\*  
Generic Special Education\*

\*Plus 60 clock hours of specified in-service training resulting in either advanced academic training (AAT) credit or a certificate of completion from the in-service provider.

NOTE: Teachers assigned to this instructional arrangement after September 1, 1990, will have three years from the date of assignment to complete the new criteria.

Art Therapy

Registration by the American Art Therapy Association

Audiologist

Licensure as an audiologist by the State Committee of Examiners for  
Speech-Language Pathology and Audiology

Corrective Therapist

Teacher certificate with the following:

Academic specialization in physical education  
Institutional verification of a minimum of 400 hours of clinical experience  
in working with handicapped individuals  
Certification by the American Board of Certified Corrective Therapy

Interpreter for the Deaf

Certification by one of the following:

Registry of Interpreters for the Deaf  
Texas Society of Interpreters for the Deaf  
Texas Commission for the Deaf  
Letter of approval from the appropriate regional director of services for the deaf

SPECIAL EDUCATION RELATED SERVICES PERSONNEL

CERTIFICATES (NUMERICAL CODES)/CREDENTIALS

TITLE

|  |   |
|--|---|
| Physician  | Licensed physician  |
| Music Therapist  | Registered by the National Association for Music Therapy  |
| Occupational Therapist<br>Occupational Therapy Assistant | Licensure by the Texas Board of Occupational Therapy Examiners  |
| Orientation and Mobility                                 | Degree with a major in the field of orientation and mobility instruction plus certification by one of the following:<br>The American Association of Workers for the Blind<br>The Association for Education and Rehabilitation for the Blind and Visually Handicapped  |
| Physical Therapist<br>Physical Therapy Assistant         | Licensure by the Texas Board of Physical Therapy Examiners  |
| Recreation Therapist                                     | Degree in therapeutic recreation and certified by the National Council on Therapeutic Recreation Certification  |
| Social Worker  | Special Education Counselor<br>Special Education Visiting Teacher<br>School Psychologist (48)<br>Associate School Psychologist (49)<br>Licensure by the Texas State Board of Examiners of Psychologists as a psychologist or certification as a psychological associate or certification by the National Association of School Psychologists as a Nationally Certified School Psychologist<br>Licensure by the State Board of Examiners of Professional Counselors<br>Certified as a social worker by the Texas Department of Human Service<br>A master's degree in social work |
| Visual Training Therapist                                | Texas licensed eye specialist with special professional preparation in visual training  |

PARAPROFESSIONAL PERSONNEL

TITLE RESPONSIBILITIES CERTIFICATES

| TITLE   | RESPONSIBILITIES  | CERTIFICATES                     |
|---|---|----------------------------------|
| <b>EDUCATIONAL AIDE</b><br>Educational Aide I           | Performs routine tasks under the direction and supervision of a certified teacher or other professional personnel.  | Educational Aide I, II, III      |
| Educational Aide II                                     | Performs tasks under the general supervision of a certified teacher or other professional personnel.  | Educational Aide II, III         |
| Educational Aide III                                    | Performs and assumes responsibilities for tasks under the general guidance of a certified teacher or other professional personnel. Responsibilities may include relieving teacher of selected exercises and instructional drills with students. | Educational Aide III             |
| <b>EDUCATIONAL SECRETARY</b><br>Educational Secretary I | Performs routine clerical tasks under the direction and supervision of professional staff.  | Educational Secretary I, II, III |
| Educational Secretary II                                | Performs clerical tasks under the general supervision of professional staff. Responsibilities may include some limited supervisory functions.   | Educational Secretary II, III    |
| Educational Secretary III                               | Performs and assumes clerical/secretarial tasks under the general guidance of professional personnel. Responsibilities may include routine decision making, supervision of office operations, and maintaining fiscal accounts.                  | Educational Secretary III        |

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324246      Criss Clout  
Director, Policy Planning  
and Evaluation  
Texas Education Agency

Earliest possible date of adoption: July 19, 1993

For further information, please call: (512) 463-9701

## TITLE 22. EXAMINING BOARDS

### Part V. Texas State Board of Dental Examiners

#### Chapter 101. Dental Licensure by Credentials--Dentists

##### • 22 TAC §101.7

The Texas State Board of Dental Examiners proposes an amendment to §101.7, concerning Licensure by Credentials--Dentists. Section 101.7 states that the Texas State Board of Dental Examiners may license applicants by credentials, without examination, who meet all Texas State Board of Dental Examiners and State of Texas minimum applicant requirements, general licensure qualifications, and all criteria as stated.

C. Thomas Camp, executive director, has determined that for the first five-year period the rule is in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rule.

Mr. Camp also has determined that for each year of the first five years the rule is in effect the public benefit anticipated as a result of enforcing the rule will be to allow increased access to dental licensure, thereby increasing access to dental care to the people of Texas. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rule as proposed.

Comments on the proposal may be submitted to Mei Ling Clendennen, Texas State Board of Dental Examiners, 333 Guadalupe Street, Tower Three, Suite 3800, Austin, Texas 78701.

The amendment is proposed under Texas Civil Statutes, Article 4545a, which provide the Texas State Board of Dental Examiners with the authority to adopt and enforce such rules and regulations not inconsistent with the laws of the state as may be necessary for the performance of its duties and/or to ensure compliance with the state laws relating to the practice of dentistry to protect the public health and safety.

**§101.7. Licensure by Credentials--Dentists.** The Texas State Board of Dental Examiners (TBSDE) may license applicants by credentials in its discretion, on a case-by-case basis, without examination, who meet all TSBDE and State of Texas minimum applicant requirements and general licensure qualifications and all of the following criteria and requirements, which shall include, but shall not be limited in all instances to, the following criteria:

(1) has graduated from a dental school accredited by the Commission on Dental Accreditation;

(2) is currently licensed in another jurisdiction whose initial licensure examination is comparable to the TSBDE licensure examination;

(3) has been in practice or full-time dental education for a minimum of five continuous years immediately prior to applying for licensure;

(4) is endorsed by the state board of dentistry in all states in which he/she is licensed.

(5) has not been the subject of final or is not the subject of pending disciplinary action in any state in which he/she is or has been licensed;

(6) has not failed the Texas State Board of Dental Examiners licensing examination within the last three years;

(7) has successfully passed background checks for criminal or fraudulent activities to include information from the National Practitioner Data Bank, and/or the AADE Clearinghouse for Disciplinary Action;

(8) is not involved in litigation, pending or otherwise, against the Texas State Board of Dental Examiners. Each candidate for licensure by credentials must submit to the credentials review committee of the Board the documents and information as required by this section, and other documents or information that may be requested, to enable the committee to appropriately evaluate an application and make a recommendation to the Board. The applicant shall appear before the full Board prior to the board's action on the application. An application for licensure by credentials must be accompanied by a \$200 application fee.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 9, 1993.

TRD-9324138      C. Thomas Camp  
Executive Director  
Texas State Board of  
Dental Examiners

Earliest possible date of adoption: July 19, 1993

For further information, please call: (512) 463-8400

## Part XVII. Texas State Board of Plumbing Examiners

### Chapter 363. Examinations

#### • 22 TAC §§363.1-363.10

The Texas State Board of Plumbing Examiners proposes amendments to §§363.1-363.10, concerning general stylistic revisions and additions explaining the Board's decision amending the qualifications for the Plumbing Inspector examination.

Douglas A. Beran, Ph.D., chief fiscal officer/office manager, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Beran also has determined that for each year of the first five years the rules are in effect the public benefit anticipated as a result of enforcing the rules will be assurance of properly installed plumbing systems meeting minimal safety standards due to better qualified Plumbing Inspectors. There will be no effect on small businesses. The anticipated economic cost to persons who are required to comply with the rules as proposed will be costs accrued with added training.

Comments on the proposal may be submitted to Mary Lou Lane, State Board of Plumbing Examiners, P.O. Box 4200 (929 East 41st Street), Austin, Texas 78765 (78751).

The amendments are proposed under Texas Civil Statutes, Article 6243-101, which provide the Board with the authority to prescribe, amend, and enforce all rules necessary to carry out the Act.

#### §363.1. Qualifications.

(a) Master Plumber. Each applicant must:

(1) be at least 20 [18] years of age;

(2) be licensed [hold a license] either as:

(A) a journeyman plumber in Texas or [in] another state [, or as a master plumber in another state. An applicant] and must have held the journeyman license for at least one year before filing the master plumber application[.]; or

(B) a master plumber in another state [An applicant with an expired Texas license must follow procedures specified in §365.6 of this title (relating to Expirations) to qualify as a current licensee, or an applicant holding a master plumber license in another state] in which case the

applicant need not be currently licensed at the time of application[,] if the expired [provided that his] license is renewable in the state that issued it [the license];

(3) (No change.)

(4) maintain a single registered mailing address that [which] the board shall regard as the applicant's principal business address for communication and recordkeeping purposes [of communication and recordkeeping].

(b) Journeyman Plumber. Each applicant must:

(1) be at least 19 [17] years of age; and

(2) have either of the following:

(A) at least 6,000 hours of experience working at the trade or [a combination of] such work experience and technical training combined to equal [to] 6,000 hours, as verified by former employers; or

(B) a journeyman license from another state that [which] need not be current at the time of application[,] if the expired [provided that his] license is renewable in the state that issued it [the license].

(c) Plumbing Inspector. Each applicant must:

(1) be at least 20 [18] years of age;

(2) (No change.)

(3) furnish [to] the board with a written request from the city or political subdivision stating that the applicant is employed or under consideration for employment by the requesting entity and should [employing or considering employing him that he] be allowed to take the examination.

(4) have one of the following:

(A) a journeyman or master plumber license issued in the State of Texas;

(B) a journeyman or master plumber license issued in another state, provided he or she passes the Texas State Board of Plumbing Examiners journeyman exam; or

(C) at least 6,000 hours of experience working at the trade or such work experience and technical training combined to equal 6,000 hours, as verified by former employers.

(d) Exemptions.

(1) The following individuals are exempt from the one-year training period referred to in subsection (a)(2) of this section and the requirement of holding a high school diploma [graduation] or a General Equivalency Diploma (G.E.D.) :

(A) (No change.)

(B) a person holding a [an] current, expired, or invalid Texas license in any category[, provided that the individual once held a valid Texas license];

(C) a person who has taken and failed a licensing examination before September 1, 1984; and

(D)[(C)] a person with [who has] a current application for examination on file with the board as of September 1, 1984 [the effective date of this rule].

(2) The board in its discretion may waive any examination or application requirement [in its discretion] after consideration of a written request from the applicant for an exemption due to hardship.

**§363.2. Application.** Prior to the examination, each applicant shall furnish to the board a written application to take the examination, together with any appropriate fees [, prior to the examination]. The application remains in effect for one year from the date of filing or one year from the date of the last examination failure, whichever occurs later. In addition, aliens shall furnish with the application proof of lawful permanent residency in the United States [with the application].

**§363.3. Examination Schedule.** The board shall conduct examinations on a regular basis according to demand and furnish on request information giving the time, date, and place of examinations [on request].

**§363.4. Reporting for Examination.** Each applicant must report promptly at the time and] place of the examination. An applicant who fails to appear shall forfeit the examination fee. An [If the] applicant who wishes to take the examination within 90 days [at a later date, he] shall receive full credit for the forfeited fee.

**§363.5. Description of Examination.** The board shall conduct [a uniform examination] for each license category a uniform examination that may include written and practical applications as deemed appropriate by the board [which may include written multiple choice questions, a hot water circulation diagram, and practical

tests and on shopwork and a miniature house]. The board shall furnish applicants with information titled "General Examination Data," explaining the scope of the examination and on request, shall lend [furnish] applicants [with loan] reference books on plumbing codes. The board may also sell or lend applicants guides to studying for examinations.

**§363.6. Special Examination Conditions.** The board, on request, shall conduct examinations orally, in a foreign language, for the hearing[-]impaired, or for those with other disabilities [orally], depending upon the special circumstances of the applicant.

**§363.7. Test Score [Grade] Requirements.** The board may set and adjust minimum passing scores as it deems appropriate for each license category examination [Applicants must achieve an overall grade of at least 70 and of at least 70% in each of the critical score areas in order to pass the examination].

**§363.8. Notification.** The board shall notify [promptly furnish] applicants of [with their] examination results within 30 days after the test is administered, and, if requested within two weeks of notification, shall provide a failed applicant with an analysis of the applicant's [his] examination performance. An applicant who passes may request an analysis of performance at any time.

**§363.9. Reexamination.** In cases of examination failure, the board shall require the following before the applicant [may] retakes [take] a regularly[-]scheduled examination [again]:

(1) master plumber:

(A) first failure: a 90-day waiting period [no waiting period].;

(B) second and subsequent failures: [failure: a 90-day waiting period.] a 180-day waiting period;

[(C) Third and subsequent failures: a 180-day waiting period.]

(2) journeyman plumber:

(A) first failure: a 90-day waiting period; [.]

(B) second and subsequent failures: a 180-day waiting period; [.]

(3) plumbing inspector[. First and subsequent failures: no waiting period];

(A) first failure: a 90-day waiting period;

(B) second and subsequent failures: a 180-day waiting period.

**§363.10. Disqualification.** The board may deny [disqualify] an applicant [from] eligibility to take the examination if it discovers that the applicant furnished false information on the [with his] application or used any fraudulent means of establishing [his] qualifications.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 8, 1993.

TRD-9324252

Gilbert Klesing  
Administrator  
Texas State Board of  
Plumbing Examiners

Earliest possible date of adoption: July 19, 1993

For further information, please call: (512) 458-2145

## Chapter 365. Licensing

### License Categories; Description; Scope of Work Permitted

- 22 TAC §§365.1, 365.2, 365.5-365.13

The Texas State Board of Plumbing Examiners proposes amendments to §§365.1, 365.2, 365.5-365.12 and new §365.13, concerning licensing. The amendments and new section will amend and add: plumbing work that could subject a master plumber to possible disciplinary action by the Board; establishment of 16 years of age for apprentice registration; plumbing inspector eligibility criteria; timelines, procedures, and fees for renewal of current licenses and expired licenses; Board's privileges (e.g., requirements for licensees' examinations) and individuals' privileges (e.g., hearings before the Board) regarding reprimands, suspensions, and revocations of licenses; plumbing work exempted (but subject to local ordinances) and not exempted from performance by a licensed plumber; licensing of individuals with criminal backgrounds; procedures regarding initial licensing and license renewal of individuals who have defaulted on Guaranteed Student Loans and their rights to hearings before the Board.

Douglas A. Beran, Ph.D., chief fiscal officer/office manager, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Beran also has determined that for each year of the first five years the rules are in effect the public benefit anticipated as a result of enforcing the rules will be enhanced health and safety of Texas citizens by ensuring each person has access to clean water and clean air through quality plumbing installed and maintained by competent plumbers. There will be no effect on small businesses. The anticipated economic cost to persons who are required to comply with the rules as proposed will be contingent upon fees applicable to renewal of license; potential loss of individual's income for failure to renew license in a timely manner and ineligibility for a license because of disciplinary action by the Board, default on Texas Guaranteed Student Loan, or criminal background.

Comments on the proposal may be submitted to Mary Lou Lane, State Board of Plumbing Examiners, P.O. Box 4200 (929 East 41st Street), Austin, Texas 78765 (78751).

The amendments and new section are proposed under Texas Civil Statutes, Article 6243-101, which provide the Board with the authority to prescribe, amend, and enforce all rules necessary to carry out the Act.

**§365.1. License Categories; Description; Scope of Work Permitted.** The board shall establish three separate license categories, described as follows.

(1) Master Plumber—A license that [which] entitles the individual to enter into contracts or agreements to perform plumbing work and [which] assigns the individual responsibility for plumbing that [which] occurs under such contracts or agreements, or under his or her supervision. A master plumber [plumber's] who uses [use of] unlicensed individuals to do [perform] plumbing work that only a licensee is permitted to do [for which a license is required] abuses [is an abuse of] the master plumber license and becomes subject [will subject the licensee] to disciplinary action by the board.

(2) Journeyman Plumber—A license that [which] entitles the individual to do [perform] plumbing work only under the general supervision of master plumbers [.] and only under contracts or agreements to perform plumbing work secured by them [.] master plumbers].

(3) Plumbing Inspector—A license that [which] entitles the individual to do [perform] plumbing inspections as an employee of a political subdivision, or if approved by the board under §363.1(c)(3) of this title (relating to Qualifications), as an agent of a political subdivision.

**§365.2. Apprentice Registration.** A plumber's apprentice must be at least 16 [14] years of age and may record [obtain registration of his] employment by applying to the board for registration.

### §365.5. Renewals.

(a) The board shall inform a licensee of the impending expiration of a license by sending written notice at least 30 days before its expiration date to the licensee's last known mailing address according to board records.

(b) A licensee may renew an unexpired license before its expiration date by paying the fee required by the board. [Each licensee shall renew his license annually before February 1 by submitting to the board a renewal application together with the appropriate fee. The board, as a courtesy, may mail to each licensee a renewal application by the first Friday in November each year to the last known address.]

(c) The licensee's failure [Failure by the licensee] to receive the notice of expiration [annual renew application] will not alter the licensee's [his] responsibility to renew the [his] license each year by its expiration date [by February 1].

(d) In the case of the renewal of a plumbing inspector's license, the licensee must submit written proof of employment by a political subdivision along with the required renewal fee.

### §365.6. Expirations.

(a) Any license not properly renewed each year by its expiration date [by February 1] will become invalid on that date and remain invalid until the board receives the renewal application together with all appropriate [cumulative renewal] fees [and a late renewal fee].

(b) An individual whose license has been expired for 90 days or less may renew the license by paying the board the scheduled renewal fee and an additional fee equal to one-half the amount of the examination fee for the license.

(c) An individual whose license has been expired for over 90 days but less than two years may renew the license by paying the board a sum equal to all unpaid renewal fees plus the examination fee required for the license.

(d) No individual may renew a license that [which] has been expired for two [five] or more years [may be renewed]; however, in such cases an individual can apply for a new license [may be applied for in such cases] by following the procedures to obtain an original license.

(e) [Furthermore.] A [a] plumbing inspector whose license has been expired for one or more years must take a plumbing inspector refresher course conducted by the board before becoming [he becomes] eligible to renew the [his] license. The board may [shall] charge a refresher course fee



equal to the fee established for the plumbing inspector examination.

**§365.7. Duplicate License.** The board shall issue a duplicate license to replace any license lost, destroyed, or mutilated upon receipt of an application for the duplicate, stating the reasons for the request, together with the appropriate fee.

**§365.8. Change of Name or Address.** Each licensee shall inform the board of any changes in name or address. After receiving the notification of change of name, together with the appropriate fee, the board shall issue the licensee a new license [to the licensee] reflecting the change.

**§365.9. Reprimand, Suspension, Revocation.**

(a) As provided in the Act and in Texas Civil Statutes, Article 6252-13a, the board shall reprimand a licensee, or suspend or revoke his or her license for [the] obtaining [of] a license through fraud, false information, or error, a violation of the Act, of these rules, of a board order, or of local codes, ordinances, or standards of competency, in accordance with procedures set forth in the Act, the Administrative Act, and these rules.

(b) The board shall institute [the] disciplinary action on receipt of a complaint from any person or agency setting forth the details of alleged fraud, false information, error, or violation. Local authorities shall provide the appropriate information on the board forms titled "Alleged Incompetency" and "Alleged Violation of Municipal Ordinances." Other persons or agencies shall provide a sworn statement of charges.

(c) A person informed by the board of proposed refusal, suspension, or revocation of a license is entitled to a hearing before the board as described under §§361. 22-361.5 of this title (relating to Practice and Procedure). In order to determine competency, plumbing examinations may be administered to licensees accused of incompetency or willful violation.

**§365.10. Application for License after Revocation.** Any individual whose license has been revoked may apply for a new license[,] after a waiting period of at least one year from the date of revocation[, apply for a new license]. The board shall require [all] the applicant to follow the same licensing procedures [to be followed as are] required of a first-time licensee.

**§365.11. Exemptions.**

(a) The board may not require appliance connections to be performed by a licensed plumber, unless the connection

also requires cutting into existing piping, any work on the sewer side of a properly installed trap, or work on the house side of or replacement of valves provided for appliance installation, in which cases [case] a licensed plumber must perform the preconnection work.

(b) (No change.)

(c) The following plumbing work shall be permitted without a license but shall be subject to inspection and approval in accordance with local city or municipal ordinances:

(1) plumbing work done by a property owner in a building designated as that person's homestead;

(2) plumbing work done outside the limits of any city, town, or village in Texas or within any such municipality with a population of less than 5,000, unless otherwise stated by ordinance in such city;

(3) installation of on-site sewage disposal systems done outside municipalities of greater than 5,000 inhabitants or done inside municipalities who voluntarily comply with the plumbing license law;

(4) work done on existing plumbing by a maintenance man or maintenance engineer that is incidental or connected to other maintenance duties, provided that such person does not engage in plumbing work for the general public;

(5) plumbing work done by a railroad employee on the premises or equipment of a railroad, provided such person does not engage in plumbing work for the general public;

(6) plumbing work done by employees of any public utility company in the installation, operation, and maintenance of service mains or lines and all types of appurtenances, equipment, and appliances associated with service mains or lines;

(7) installation or service work done by an appliance dealer or an employee thereof in connecting appliances to existing piping;

(8) irrigation work done by an individual working and licensed under Texas Civil Statutes, Article 8751, as an irrigator or installer; and

(9) LP Gas service and installation work done by an individual working and licensed as a LP Gas Installer.

(d)[(c)] The board may waive the requirement that an individual hold [of holding] a journeyman license for one year prior to eligibility for a master license, after consideration of a written request for an

exemption due to hardship. Generally, the board may consider the waiver if circumstances due to the withholding of the master license or examination would:

(1) prevent the continued operation of an established plumbing business;

(2) endanger [not be in] the public health, safety, or welfare;

(3) result in inequity, in the judgment of the board.

(e)[(d)] The board may waive any licensing requirement after consideration of a written request from the holder of a current plumbing license from another state.

**§365.12. Licensing of Persons with Criminal Backgrounds.**

(a) No currently incarcerated felon [individual] will be eligible to obtain or renew a plumber or plumbing inspector's [inspector] license.

(b) As provided in the Texas Civil Statutes, Article 6252-13c and Article 6252-13d, the board may suspend or revoke an existing valid license, disqualify a person [an individual] from receiving a license, or deny [to a person] eligibility [the opportunity] to take an examination [be examined] for a license if that person has been convicted [because of a person's conviction] of a felony or misdemeanor that [if the crime] directly relates to the duties and responsibilities of the licensed occupation.

(c) [However,] The [the] board shall revoke the license of an individual upon his or her felony conviction, felony probation revocation, revocation of parole, or revocation of mandatory supervision.

(d)[(c)] The board considers [that] the following crimes to [directly] relate directly to the duties and responsibilities of licensed plumbers and plumbing inspectors[.];

(1) any felony or misdemeanor of which fraud is an essential element;

(2) any criminal violation of the plumbing laws of this or any other state, or of local codes and ordinances;

(3) any criminal violation of statutes that [designed to] protect consumers against unlawful plumbing practices;

(4) murder;

(5) burglary;

(6) robbery;

(7) rape; and

(8) child molesting.

**§365.13. Licensing of Guaranteed Student Loan Defaulters.**

(a) The board shall refuse to renew the license of a licensee whose name is on the list of those who have defaulted on

student loans published by the Texas Guaranteed Students Loan Corporation (hereinafter TGSLC) unless:

(1) the renewal is the first renewal following the board's receipt of a TGSLC list including the licensee's name among those in default; or

(2) the licensee presents to the board a certificate issued by the TGSLC certifying that:

(A) the licensee has entered into a repayment agreement on the defaulted loan; or

(B) the licensee is not in default on a loan guaranteed by the commission.

(b) The board may issue an initial license to a person on TGSLC's list of defaulters who meets all other qualifications for licensing but shall not renew the license unless the licensee presents to the board a certificate issued by the TGSLC certifying that:

(1) the licensee has entered into a repayment agreement on the defaulted loan; or

(2) the licensee is not in default on a loan guaranteed by the TGSLC.

(c) The board shall not renew the license of a licensee who defaults on a repayment agreement unless the person presents to the board a certificate issued by the TGSLC certifying that:

(1) the licensee has entered into another repayment agreement on the defaulted loan; or

(2) the licensee is not in default on a loan guaranteed by the TGSLC or on a repayment agreement.

(d) The board will provide the licensee identified by the TGSLC as being in default with written notice of his or her default status at least 30 days before the expiration day of the license to the last known mailing address according to the board's records.

(e) A person informed by the board of his or her default status according to the TGSLC shall be given a hearing in accordance with §§361.22 et seq of this title (relating to Practice and Procedure).

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 8, 1993.

TRD-9324253  
Gilbert Kieeling  
Administrator  
Texas State Board of  
Plumbing Examiners

Earliest possible date of adoption: July 19, 1993

For further information, please call: (512) 458-2145

## Chapter 367. Enforcement

### • 22 TAC §§367.1-367.5

*(Editor's note: The text of the following sections proposed for repeal will not be published. The sections may be examined in the offices of the Texas State Board of Plumbing Examiners or in the Texas Register office, Room 245, James Earl Rudder Building, 1019 Brazos Street, Austin.)*

The Texas State Board of Plumbing Examiners proposes the repeal of §§367.1-367.5, concerning Enforcement.

Douglas A. Beran, Ph.D., chief fiscal officer/office manager, has determined that for the first five-year period the repeals are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the repeals.

Mr. Beran also has determined that for each year of the first five years the repeals are in effect the public benefit anticipated as a result of enforcing the repeals will not be applicable. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the repeals as proposed.

Comments on the proposal may be submitted to Mary Lou Lane, State Board of Plumbing Examiners, P.O. Box 4200 (929 East 41st Street), Austin, Texas 78765 (78751).

The repeals are proposed under Texas Civil Statutes, Article 6243-101, which provide the Board with the authority to prescribe, amend, and enforce all rules necessary to carry out the Act.

#### §367.1. General Provisions.

#### §367.2. Standards of Conduct.

#### §367.3. Display of License.

#### §367.4. On-Site License Checks.

#### §367.5. Non-Performance of Service.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt:

Issued in Austin, Texas, on June 8, 1993.

TRD-9324254  
Gilbert Kieeling  
Administrator  
Texas State Board of  
Plumbing Examiners

Proposed date of adoption: July 19, 1993

For further information, please call: (512) 458-2145

### • 22 TAC §§367.1-367.7

The Texas State Board of Plumbing Examiners proposes new §§367.1-367.7, concerning enforcement. The new sections will provide: authority for Board field personnel and local plumbing inspectors jointly or individually to enforce compliance with Plumbing License Law; authority for field personnel to issue citations; display of plumbing license; accuracy of bids; violations that could precipitate disciplinary action; penalty fees; requirement that a plumbing company employ at least one master plumber to contract for plumbing work.

Douglas A. Beran, Ph.D., chief fiscal officer/office manager, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Beran also has determined that for each year of the first five years the rules are in effect the public benefit anticipated as a result of enforcing the rules will be enhanced health and safety of Texas citizens by ensuring each person has access to clean water and clean air through quality plumbing installed and maintained by competent plumbers. There will be no effect on small businesses. The anticipated economic cost to persons who are required to comply with the rules as proposed will be a penalty of not less than \$50 or more than \$1,000 for each violation of the Plumbing License Law and each day of the violation.

Comments on the proposal may be submitted to Mary Lou Lane, State Board of Plumbing Examiners, P.O. Box 4200 (929 East 41st Street), Austin, Texas 78765 (78751).

The new sections are proposed under Texas Civil Statutes, Article 6243-101, which provide the Board with the authority to prescribe, amend, and enforce all rules necessary to carry out the Act.

#### §367.1. General Provisions.

(a) Enforcement of all applicable laws including the act, board rules, and board orders vests in the board.

(b) Enforcement of the act, local codes, and ordinances, and local standards of competency vests in local authorities. The board may take disciplinary actions as specified in Chapter 365 of this title (relating to Licensing) in the event of any violation of any of these requirements.

(c) Each locally designated plumbing inspector may enforce the act and municipal ordinances and may file complaints with the board and with local prosecutors.

(d) The board may appoint a person knowledgeable of plumbing practice and law as field representative to assist in the enforcement of the Act. The field representative may:

(1) inspect plumbing work sites to assess compliance with the law;

(2) inquire into consumer complaints and reported violations of the law;

(3) assist municipal authorities in enforcing the Act; and

(4) issue citations for violations of the Act.

### §367.2. Standards of Conduct.

(a) Offer to perform services. The plumbing licensee:

(1) shall accurately and truthfully represent to any prospective client or employer his or her capabilities and qualifications to perform the services to be rendered;

(2) may not offer to perform, nor perform, technical services for which he or she is not qualified by education or experience, without retaining the services of another who is so qualified; and

(3) may not evade responsibility to a client or employer.

(b) Conflicts of interest. The plumbing licensee:

(1) may not agree to perform services for a client or employer if any significant financial or other interest exists that may be in conflict with the obligation to render a faithful discharge of such services, or would impair independent judgment in rendering such services, except with the full knowledge, approval, and consent of the client or employer;

(2) shall withdraw from employment when it becomes apparent that it is not possible to faithfully discharge the duty and performance of services owed the client or employer, but then only upon reasonable notice to the client or employer; and

(3) may not accept remuneration from any person other than the client or employer for a particular project, nor have any other financial interest in other service or phase of service to be provided for the project, unless the client or employer has full knowledge and so approves.

(c) Representations. The plumbing licensee:

(1) may not indulge in advertising that is false, misleading, deceptive, or which does not clearly display the licensees' state license number;

(2) may not misrepresent the amount or extent of prior education or experience to any employer or client, or to the board;

(3) shall represent to a prospective client or employer as accurately and truthfully as is reasonably possible the costs and completion time of a proposed project; and

(4) may not hold out as being engaged in partnership or association with

any person unless a partnership or association exists in fact.

§367.3. Requirement for Plumbing Companies. A company offering to do plumbing work must secure the services of at least one person holding a current master plumber's license.

§367.4. Display of License. Licensees shall display the license in their place of business and shall carry the license with them while engaged in work.

§367.5. On-Site License Checks. The board may conduct on-site license checks of individuals engaged in plumbing or plumbing inspection as it deems appropriate. The board may initiate disciplinary actions against those discovered without a license, or may refer the violations to local authorities for enforcement and disposition.

§367.6. Nonperformance of Service. The board may consider complaints of nonperformance of plumbing contract or agreement to render services as grounds for disciplinary action. Any person, agency, or local authority may file such a complaint.

§367.7. Violations of Standards and Practices.

(a) The board may take disciplinary actions as specified in Chapter 365 of this title (relating to Licensing) in the event of any violation of any of these requirements.

(b) A person commits a Class C misdemeanor by knowingly and willfully:

(1) violating the Act or the rules adopted under it;

(2) performing nonexempt plumbing work without holding a valid license issued through the board; and

(3) employing an unlicensed individual to perform activities that by law require the skills and supervision of a licensed plumber.

(c) A person who violates any provision of the Act or these rules or any other order of the board is subject to a penalty of not less than \$50 or more than \$1,000 for each violation and for each day of violation after notification.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 8, 1993.

TRD-9324255

Gilbert Kissling  
Administrator  
Texas State Board of  
Plumbing Examiners

Proposed date of adoption: July 19, 1993

For further information, please call: (512) 458-2145

## TITLE 31. NATURAL RESOURCES AND CONSERVATION

### Part XVII. Texas State Soil and Water Conservation Board

#### Chapter 519. Technical Assistance Program

##### Subchapter A. Technical Assistance Program

###### • 31 TAC §519.7, §519.9

The Texas State Soil and Water Conservation Board proposes amendments to §519.7 and §519.9, defining technical assistance expenditures eligible for reimbursement and procedures for claiming reimbursement. The proposed amendments broaden the definition of eligible expenses and change the procedures for payments to districts.

William C. Neiser, director of programs, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Neiser also has determined that for each year of the first five years the rules are in effect there will be no appreciable effect on public benefit. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rules.

Comments on the proposal may be submitted to Robert G. Buckley, Texas State Soil and Water Conservation Board, P.O. Box 658, Temple, Texas 76503.

The amendments are proposed under the Agriculture Code, Chapter 201.020, which provides the Texas Soil and Water Conservation Board with the authority to adopt rules as necessary for the performance of its functions under the Agriculture Code.

###### §519.7. Eligible Expenditures.

(a) (No change.)

(b) Other expenditures [which may be] specifically approved as eligible expenditures by the State Board include, but are not limited to:

(1) (No change.)

(2) employer's matching on Social Security and medicare wages.

(3)[(2)] other activities contributing to the carrying out of district responsibilities.

**§519.9. Payment of State Funds [Claims for Reimbursement].**

(a) On the first working day of each fiscal year or as soon as possible thereafter, the State Board shall cause to be paid to each district 80% of the amount allocated to that district for the fiscal year.

(b) Additional payments including the 20% not paid at the beginning of the fiscal year and any adjustments made possible by other funding sources or unused allocations from other districts may be paid to a district at such time as requested by the district, provided:

(1) the initial 80% payment has been substantially expended; and

(2) the district has complied with the reporting requirements of §519.10 and §519.11 of this title (relating to Audits; Nepotism)

(c) Any unexpected and unobligated balance on the district books at August 31 will be treated as a payment toward that districts allocation for the subsequent fiscal year.

[(a) Claims for eligible expenditures within the allocations set by the State Board shall be submitted on forms provided by the State Board.

[(b) To be eligible for reimbursement, claims must be submitted no later than 60 days following the close of the fiscal year in which the eligible expenditures occurred. Exceptions to this deadline can only be made by the State Board or the executive director with permission of the State Board on a case by case basis].

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Temple, Texas, on June 11, 1993.

TRD-9324178

Robert G. Buckley  
Executive Director  
Texas Soil and Water  
Conservation Board

Earliest possible date of adoption: July 19, 1993

For further information, please call: (817) 773-2250

◆ ◆ ◆  
• 31 TAC §519.10, §519.11

*(Editor's note: The text of the following sections proposed for repeal will not be published. The sections may be examined in the offices of the Texas State Soil and Water Conservation Board or in the Texas Register office, Room 245, James Earl Rudder Building, 1019 Brazos Street, Austin.)*

The Texas State Soil and Water Conservation Board proposes to repeal §519.10 and §519.11, concerning audits and nepotism.

These sections are being repealed in order to be renumbered only.

William C. Neiser, director of programs, has determined that for the first five-year period the repeals are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the repeals.

Mr. Neiser also has determined that for each year of the first five years the repeals are in effect the public benefit anticipated as a result of enforcing the repeals will not be applicable, as the public is relatively unaffected by these particular repeals. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the repeals as proposed.

Comments on the proposal may be submitted to Robert G. Buckley, Texas State Soil and Water Conservation Board, P.O. Box 658, Temple, Texas 76503.

The repeals are proposed under the Agriculture Code, §201.020, which provides the Texas State Soil and Water Conservation Board with the authority to adopt rules as necessary for the performance of its functions under the Agriculture Code.

§519.10. Audits.

§519.11. Nepotism.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Temple, Texas, on June 11, 1993.

TRD-9324179

Robert G. Buckley  
Executive Director  
Texas State Soil and  
Water Conservation  
Board

Earliest possible date of adoption: July 19, 1993

For further information, please call: (817) 773-2250

◆ ◆ ◆  
• 31 TAC §§519.10-519.12

The Texas State Soil and Water Conservation Board proposes new §§519. 10-519.12, concerning required reports, audits, and nepotism. Proposed §519. 10 defines quarterly and annual reports to be filed and time for filing. Proposed §519.11 and §519.12 are previously repealed sections being renumbered with no change in the rule.

William C. Neiser, director of programs, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Neiser also has determined that for each year of the first five years the rules are in effect the public benefit anticipated as a result of enforcing the rules will be the improved flow of funds to the districts should result in easier and quicker access to district services

by the public. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rules as proposed.

Comments on the proposal may be submitted to Robert G. Buckley, Texas State Soil and Water Conservation Board, P.O. Box 658, Temple, Texas 76503.

The new sections are proposed under the Agriculture Code, §201.020, which provides the Texas State Soil and Water Conservation Board with the authority to adopt rules as necessary for the performance of its functions under the Agriculture Code.

§519.10. Reports Required.

(a) Each district receiving funds under provisions of this chapter shall file with the State Board a quarterly report of program receipts and expenditures no later than the 30th of the month following the end of each quarter.

(b) Quarterly reports shall be made on forms provided by the State Board.

(c) For purposes of this section quarter ending dates are the last day of November, February, May, and August.

(d) In lieu of a fourth quarter report the district shall file an Annual Grant Summary Report.

(e) The Annual Grant Summary Report shall be filed on or before September 30 of each year on forms provided by the State Board.

§519.11. Audits. The State Board shall have access to all district records for the purpose of verifying compliance with the provisions of this subchapter and other state requirements. The State Board may withhold funds under this subchapter from districts found to be in violation of this subchapter or other state requirements and may require districts to reimburse the State Board for expenditures claimed and reimbursed that are found to be in violation of this subchapter or other state requirements. Any district which has not met the filing requirements of §523.7 of this title (relating to Audit Requirements for Soil and Water Conservation Districts), Chapter 523 of this title will not receive reimbursements under this subchapter until such reports are received in the State Office in Temple.

§519.12. Nepotism. The State Board may withhold funds under this subchapter from districts or other entities found by the State Board to be in violation of state nepotism statutes.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Temple, Texas, on June 11, 1993.

TRD-9324180

Robert G. Buckley  
Executive Director  
Texas State Soil and  
Water Conservation  
Board

Earliest possible date of adoption: July 19, 1993

For further information, please call: (817) 773-2250

## Chapter 521. Agricultural Water Conservation

### • 31 TAC §521.7, §521.10

The Texas State Soil and Water Conservation Board proposes amendments to §521.7 and §521.10, defining technical assistance expenditures eligible for reimbursement and procedures for claiming reimbursement. The proposed amendments broaden the definition of eligible expenses and change the procedures for payments to districts.

William C. Neiser, director of programs, has determined that for the first five-year period the rules are in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Neiser also has determined that for each year of the first five years the rules are in effect the public benefit anticipated will be the improved flow of funds to the districts which should result in easier and quicker access to district services by the public. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rules as proposed.

Comments on the proposal may be submitted to Robert G. Buckley, Texas State Soil and Water Conservation Board, P.O. Box 658, Temple, Texas 76503.

The amendments are proposed under the Agriculture Code, Chapter 201.020, which provides the Texas Soil and Water Conservation Board with the authority to adopt rules as necessary for the performance of its functions under the Agriculture Code.

#### §521.7. Eligible Expenditures.

(a) Eligible districts, upon approval by the State Board, may receive funds [reimbursement] for salaries or wages paid to district personnel for performing or being trained to perform technical assistance duties in relation to priorities established under §521.5 of this title (relating to Priorities). Such funds [reimbursement] will be limited to the allocations set by the State Board. Employment related expenses other than salaries or wages and the employer's matching of Social Security and Medicare taxes shall be borne by the district.

(b) (No change.)

#### §521.10. Payment of State Funds. [Claims for Reimbursement].

(a) On the first working day of each fiscal year or as soon as possible thereafter, the State Board shall cause to be paid to each district 80% of the amount allocated to that district for the fiscal year.

(b) Additional payments including the 20% not paid at the beginning of the fiscal year and any adjustments made possible by other funding sources or unused allocations from other districts may be paid to a district at such time as requested by the district, provided;

(1) the initial 80% payment has been substantially expended; and

(2) the district has complied with the reporting requirements of §521.11 and §521.12 of this title (relating to Reports Required; Audits)

(c) Any unexpended and unobligated balance on the district books at August 31 will be treated as a payment toward that district's allocation for the subsequent fiscal year. [Districts approved by the State Board to receive funding under this program shall submit claims for reimbursement in the manner prescribed by the State Board.]

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Temple, Texas, on June 11, 1993.

TRD-9324181

Robert G. Buckley  
Executive Director  
Texas Soil and Water  
Conservation Board

Earliest possible date of adoption: July 19, 1993

For further information, please call: (817) 773-2250

## Subchapter A. Technical Assistance Program for Soil and Water Conservation Land Improvement Measures

### • 31 TAC §521.11

(Editor's note: The text of the following section proposed for repeal will not be published. The section may be examined in the offices of the Texas State Soil and Water Conservation Board or in the Texas Register office, Room 245, James Earl Rudder Building, 1019 Brazos Street, Austin.)

The Texas State Soil and Water Conservation Board proposes to repeal §521.11, concerning priority in expenditure of funds. This section is being repealed in order to be renumbered only.

William C. Neiser, director of programs, has determined that for the first five-year period the repeal is in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the repeal.

Mr. Neiser also has determined that for each year of the first five years the repeal is in effect the public benefit anticipated as a result of enforcing the repeal will not be applicable, as the public is relatively unaffected by this particular section. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the repeal as proposed.

Comments on the proposal may be submitted to Robert G. Buckley, Texas State Soil and Water Conservation Board, P.O. Box 658, Temple, Texas 76503.

The repeal is proposed under the Agriculture Code, §201.020, which provides the Texas State Soil and Water Conservation Board with the authority to adopt rules as necessary for the performance of its functions under the Agriculture Code.

#### §521.11. Priority in Expenditures of Funds.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Temple, Texas, on June 11, 1993.

TRD-9324182

Robert G. Buckley  
Executive Director  
Texas State Soil and  
Water Conservation  
Board

Earliest possible date of adoption: July 19, 1993

For further information, please call: (817) 773-2250

### • 31 TAC §§521.11-521.13

The Texas State Soil and Water Conservation Board proposes new §§521.11-521.13, concerning required reports, audits, and authority to prioritize requests for funding. New §521.11 defines quarterly and annual reports to be filed and time for filing. New §521.12 concerns audits to verify compliance with provisions of this title and other requirements. New §521.13 concerns priority in expenditure of funds.

William C. Neiser, director of programs, has determined that for the first five-year period the are rules in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rules.

Mr. Neiser also has determined that for each year of the first five years the rules are in effect there will be no effect on public benefit. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rules as proposed.

Comments on the proposal may be submitted to Robert G. Buckley, Texas State Soil and

Water Conservation Board, P.O. Box 656,  
Temple, Texas 76503.

The new sections are proposed under the Agriculture Code, §201.020, which provides the Texas Soil and Water Conservation Board with the authority to adopt rules as necessary for the performance of its functions under the Agriculture Code.

**§521.11. Reports Required.**

(a) Each district receiving funds under provisions of this chapter shall file with the State Board a quarterly report of program receipts and expenditures no later than the 30th of the month following the end of each quarter.

(b) Quarterly reports shall be made on forms provided by the State Board.

(c) For purposes of this section, quarter ending dates are the last day of November, February, May, and August.

(d) In lieu of a 4th-quarter report, the district shall file an Annual Grant Summary Report.

(e) The Annual Grant Summary Report shall be filed on before September 30 of each year on forms provided by the State Board.

**§521.12. Audits.** The State Board shall have access to all district records for the purpose of verifying compliance with the provisions of this subchapter and other state requirements. The State Board may withhold funds under this subchapter from districts found to be in violation of this subchapter or other state requirements and may require districts to reimburse the State Board for expenditures claimed and reimbursed that are found to be in violation of this subchapter or other state requirements.

**§521.13. Priority in Expenditure of Funds.** When requests for funding exceed available funds, the State Board will prioritize requests in accordance with the guidelines in §521.3 of this title (relating to Guidelines).

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Temple, Texas, on June 11, 1993.

TRD-9324183

Robert G. Buckley  
Executive Director  
Texas Soil and Water  
Conservation Board

Earliest possible date of adoption: July 19, 1993

For further information, please call: (817) 773-2250

## TITLE 37. PUBLIC SAFETY AND CORRECTIONS

### Part I. Texas Department of Public Safety

#### Chapter 1. Organization and Administration

##### Personnel and Employment Policies

###### • 37 TAC §1.41 .

The Texas Department of Public Safety proposes new §1.41, concerning Americans with Disabilities Act grievance procedures. The federal rule found in 28 Code of Federal Regulations, §35.107, requires public entities that employ 50 or more persons to adopt and publish grievance procedures providing for prompt and equitable resolution of complaints alleging any action that would be prohibited by Title II of the Americans with Disabilities Act. This section states the policy of the department and establishes complaint procedures for program compliance and the complaint procedure for employment compliance.

Melvin C. Peeples, assistant chief of fiscal affairs, has determined that for the first five-year period the rule is in effect there will be no fiscal implications for state or local government as a result of enforcing or administering the rule.

Mary Ann Courter, commander, personnel bureau, has determined that for each year of the first five years the rule as proposed is in effect the public benefit anticipated as a result of enforcing the rule as proposed will be to ensure the public that the department complies with applicable statutes and that applicants for employment and those served by programs and activities sponsored by the department are afforded procedures that provide for prompt and equitable resolution of complaints regarding the Americans with Disabilities Act. There will be no effect on small businesses. There is no anticipated economic cost to persons who are required to comply with the rule as proposed.

Comments on the proposal may be submitted to John C. West, Jr., Texas Department of Public Safety, Box 4087, Austin, Texas 78773-0001, (512) 465-2000.

The new section is proposed under the Texas Government Code, §411.008(4), which provides the director with the authority to adopt rules, subject to commission approval, considered necessary for the control of the department.

###### **§1.41. Americans with Disabilities Act Grievance Procedures.**

###### (a) Policy.

(1) The Texas Department of Public Safety has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging

any action prohibited by the United States Department of Justice regulations implementing Title II of the Americans with Disabilities Act (ADA). Title II states, in part, that "no otherwise qualified disabled individual shall, solely by reason of such disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination" in programs or activities sponsored by a public entity.

(2) Complaints should be addressed to: Commander, Personnel Bureau, 5805 North Lamar Boulevard, P.O. Box 4087, Austin, Texas 78773-0001, (512) 483-5901, who has been designated to coordinate ADA compliance efforts.

(3) The ADA coordinator shall maintain the files and records of the Texas Department of Public Safety relating to the complaints filed.

(4) The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of an ADA complaint with the responsible federal or state department or agency. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.

(5) This policy shall be construed to protect the substantive rights of interested persons to meet appropriate due process standards, and to assure that the Texas Department of Public Safety complies with the ADA and the implementing regulations.

(b) Complaint procedures for program compliance.

(1) A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.

(2) A complaint should be filed within 30 days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination which occurred before adoption of this section will be considered on a case-by-case basis.)

(3) An investigation, as may be appropriate, shall follow a filing of complaint. The investigation shall be conducted by an employee designated by the assistant director. The designated investigator may not be a member of the same service or bureau administering the program or activity complained of. This procedure contemplates informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint. A copy of the investigative report will be forwarded to the major division chief over the program or activity complained of.

(4) A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the major division chief and a copy forwarded to the complainant no later than 30 days after its filing.

(5) The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made to the assistant director within ten days of the date of the written determination issued by the major division chief. Based on his review of the investigation, the assistant director may alter the determination of the major division chief.

(c) Complaint procedure for employment compliance.

(1) An applicant for employment may file a complaint in writing or verbally. The complaint should contain the name and address of the person filing it. A complaint should be filed within 30 days after the complainant becomes aware of the alleged violation. (Processing of allegations of discrimination which occurred before adoption of this section will be considered on a case-by-case basis.)

(2) A board consisting of the Equal Employment Opportunity (EEO) officer and two other members to be named by the director has been established to receive, review, and make determinations as to validity on complaints of discrimination. Upon receipt of the complaint, the ADA coordinator will forward the complaint to the EEO officer.

(3) The complaint must fully describe the nature of the complaint and provide sufficient details to enable the board to arrive at a thorough understanding of what has occurred. The board may request additional information.

(4) A written determination as to the validity of the complaint and a description of the resolution, if any, shall be issued by the EEO officer and a copy forwarded to the complainant, the chief of Legal Services, and the ADA coordinator no later than 30 days after its filing.

(5) The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made to the assistant director

within ten days of the date of the written determination issued by the EEO officer. Based on his review of the investigation, the assistant director may alter the determination of the EEO officer.

(6) The ADA coordinator will advise the Chief of Legal Services, as necessary, about complaints received and the resolution of such complaints. The Chief of Legal Services shall assist the coordinator as the need arises.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 4, 1993.

TRD-9324176

James R. Wilson  
Director  
Texas Department of  
Public Safety

Earliest possible date of adoption: July 19, 1993

For further information, please call: (512) 465-2000

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## Texas Department of Insurance Exempt Filing

Notification Pursuant to the Insurance Code, Chapter 5, Subchapter L

*(Editor's Note: As required by the Insurance Code, Article 5.96 and Article 5.97, the Texas Register publishes notice of proposed actions by the Texas Board of Insurance. Notice of action proposed under Article 5.96 must be published in the Texas Register not later than the 30th day before the board adopts the proposal. Notice of action proposed under Article 5.97 must be published in the Texas Register not later than the 10th day before the Board of Insurance adopts the proposal. The Administrative Procedure and Texas Register Act, Texas Civil Statutes, Article 6252-13a, does not apply to board action under Article 5.96 and Article 5.97.*

*The complete text of the proposal summarized here may be examined in the offices of the Texas Department of Insurance, 333 Guadalupe Street, Austin, Texas 78714-9104.)*

The State Board of Insurance, of the Texas Department of Insurance at a continuation of public hearing under Docket Number 2004,

scheduled for July 21, 1993, at 9:00 a.m. in Room 100 of the Texas Department of Insurance Building, 333 Guadalupe in Austin, will consider a petition filed by the Office of Public Insurance (OPIC) proposing to amend the Personal Auto Policy, Part E, "DUTIES AFTER AN ACCIDENT OR LOSS," Section B.4., which requires a person seeking coverage to authorize the company to obtain medical reports. The proposed amendment would read in part: "4. Authorize us to obtain: a. medical records necessary for the evaluation of the claim; and ..."

OPIC's petition indicates that some companies are requiring an absolute release of all medical records, even when not relevant to the claim involved. OPIC's proposals states that the amendment will protect the privacy interests of Texas consumers, prohibit harassment of claimants, and still protect the company's right to obtain the information it needs to evaluate the claim.

Copies of the full text of OPIC's petition regarding the Personal Auto Policy are avail-

able for review in the Office of the Chief Clerk of the Texas Department of Insurance, 333 Guadalupe Street, Austin. For further information or to request copies of the text, please contact Ms. Angie Arizpe, at (512) 322-4147, (refer to Reference Number A-0593-10).

This notification is made pursuant to the Insurance Code, Article 5.96, which exempts it from the requirements of the Administrative Procedure and Texas Register Act.

This agency hereby certifies that the proposal has been reviewed by legal counsel and found to be within the agency's authority to adopt.

Issued in Austin, Texas, on June 14, 1993.

TRD-9324249

Linda K. von Quintus-Dom  
Chief Clerk  
Texas Department of  
Insurance

For further information, please call: (512) 463-6328

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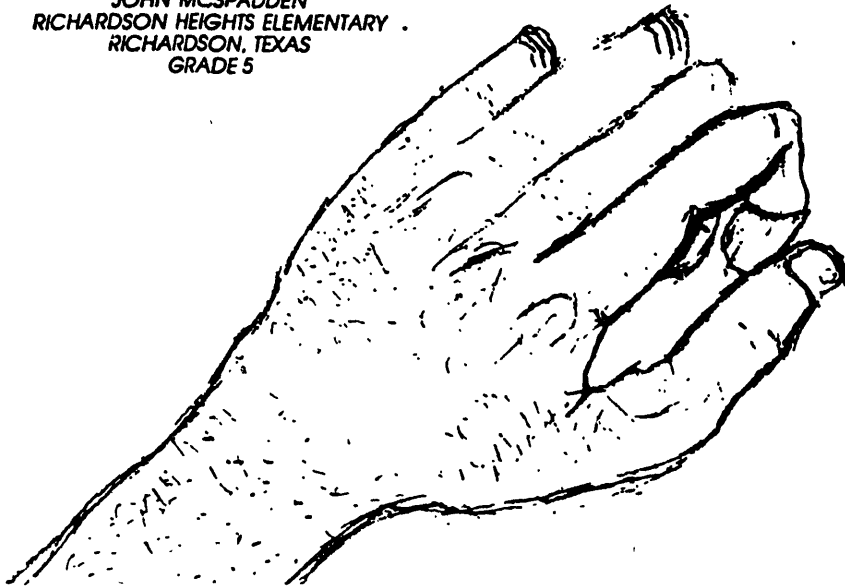


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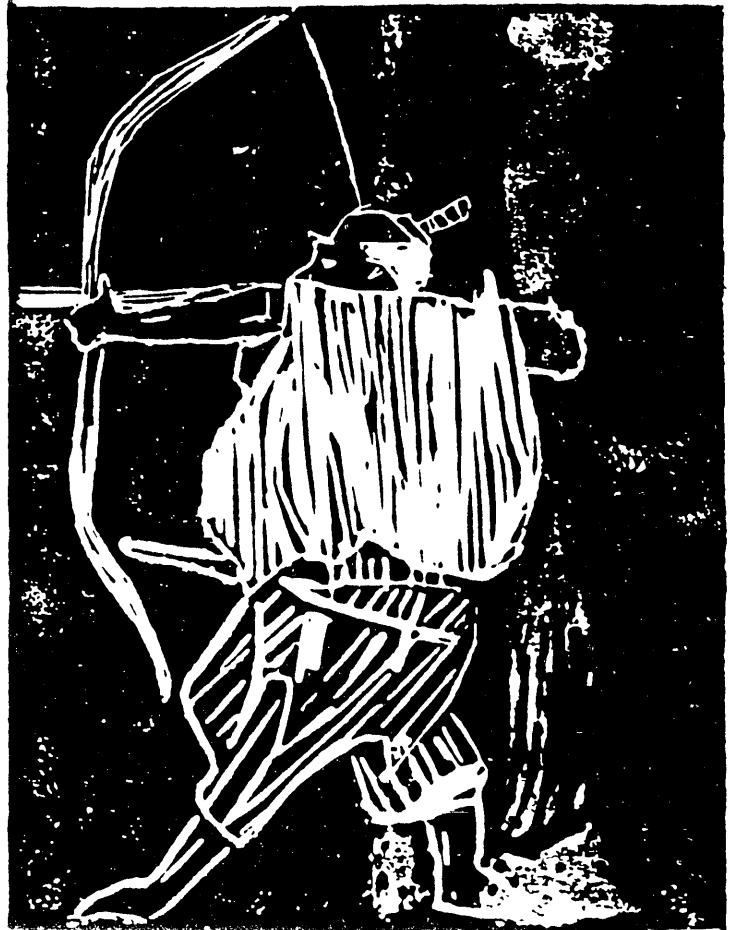






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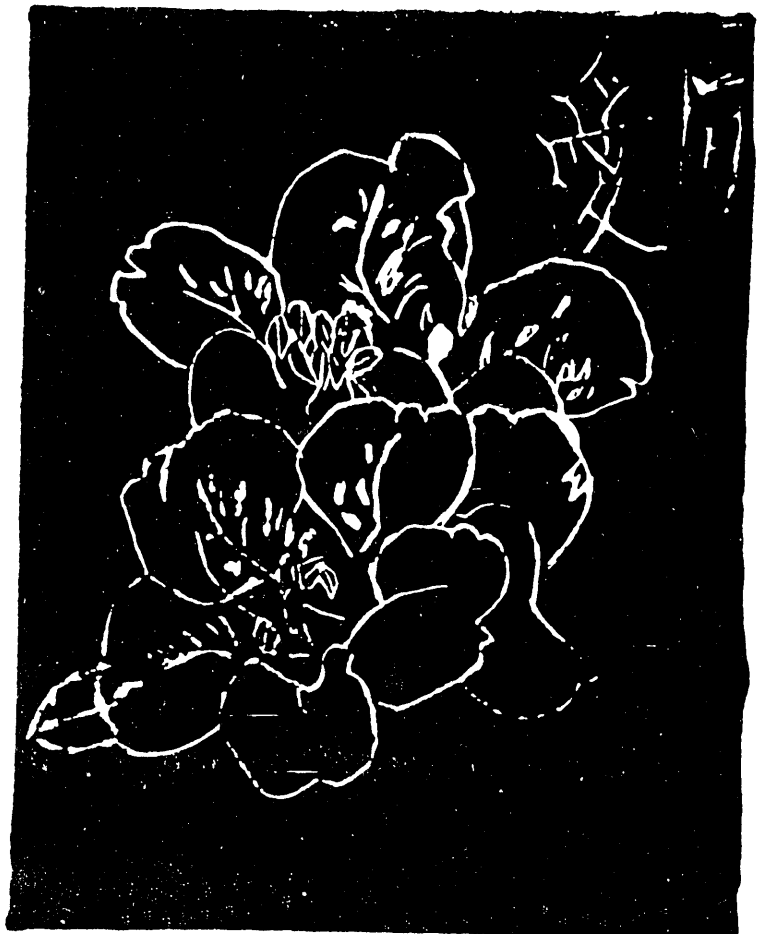
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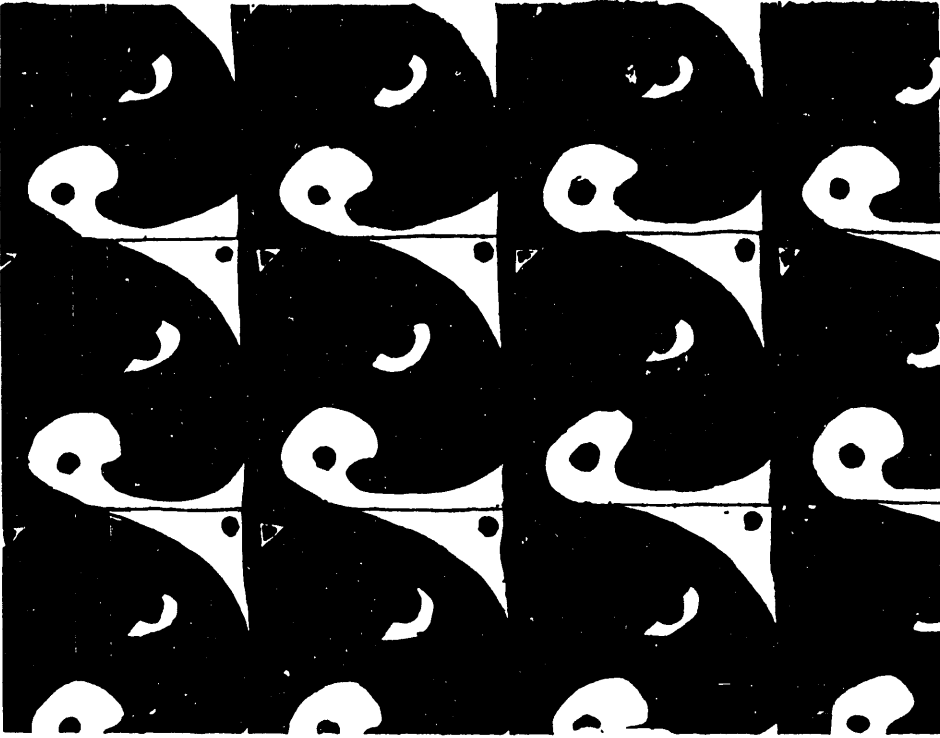




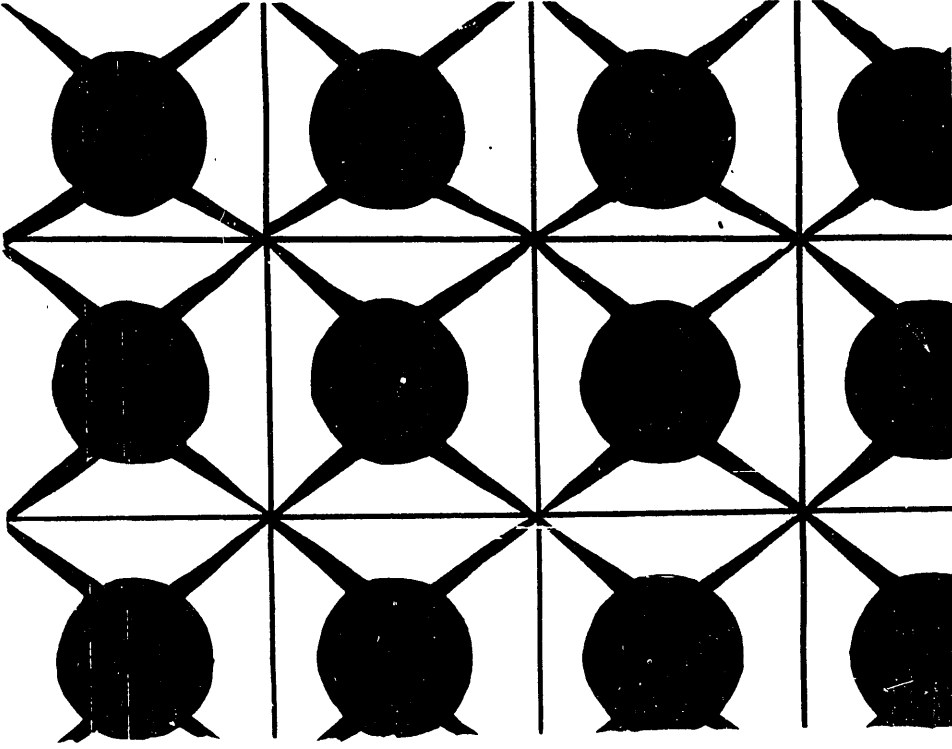
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## 1993 Publication Schedule for the *Texas Register*

Listed below are the deadline dates for the January-December 1993 issues of the *Texas Register*. Because of printing schedules, material after the deadline for an issue cannot be published until the next issue. Generally, deadlines for a Tuesday edition of the *Texas Register* are Wednesday and Thursday of the week preceding publication, and deadlines for a Friday edition are Monday and Tuesday of the week preceding publication. No issues will be published on July 30, November 5, November 30, and December 28. An asterisk beside a publication date indicates that the deadlines have been moved because of state holidays.

| FOR ISSUE PUBLISHED ON | ALL COPY EXCEPT NOTICES OF OPEN MEETINGS BY 10 A.M. | ALL NOTICES OF OPEN MEETINGS BY 10 A.M. |
|------------------------|---|---|
| 34 Tuesday, May 4      | Wednesday, April 28                                 | Thursday, April 29                      |
| 35 Friday, May 7       | Monday, May 3                                       | Tuesday, May 4                          |
| 36 Tuesday, May 11     | Wednesday, May 5                                    | Thursday, May 6                         |
| 37 Friday, May 14      | Monday, May 10                                      | Tuesday, May 11                         |
| 38 Tuesday, May 18     | Wednesday, May 12                                   | Thursday, May 13                        |
| 39 Friday, May 21      | Monday, May 17                                      | Tuesday, May 18                         |
| 40 Tuesday, May 25     | Wednesday, May 19                                   | Thursday, May 20                        |
| 41 Friday, May 28      | Monday, May 24                                      | Tuesday, May 25                         |
| 42 Tuesday, June 1     | Wednesday, May 26                                   | Thursday, May 27                        |
| 43 *Friday, June 4     | Friday, May 28                                      | Tuesday, June 1                         |
| 44 Tuesday, June 8     | Wednesday, June 2                                   | Thursday, June 3                        |
| 45 Friday, June 11     | Monday, June 7                                      | Tuesday, June 8                         |
| 46 Tuesday, June 15    | Wednesday, June 9                                   | Thursday, June 10                       |
| 47 Friday, June 18     | Monday, June 14                                     | Tuesday, June 15                        |
| 48 Tuesday, June 22    | Wednesday, June 16                                  | Thursday, June 17                       |
| 49 Friday, June 25     | Monday, June 21                                     | Tuesday, June 22                        |
| 50 Tuesday, June 29    | Wednesday, June 23                                  | Thursday, June 24                       |
| 51 Friday, July 2      | Monday, June 28                                     | Tuesday, June 29                        |
| 52 Tuesday, July 6     | Wednesday, June 30                                  | Thursday, July 1                        |
| 53 Friday, July 9      | Monday, July 5                                      | Tuesday, July 6                         |
| Tuesday, July 13       | SECOND QUARTERLY INDEX                              |   |
| 54 Friday, July 16     | Monday, July 12                                     | Tuesday, July 13                        |
| 55 Tuesday, July 20    | Wednesday, July 14                                  | Thursday, July 15                       |
| 56 Friday, July 23     | Monday, July 19                                     | Tuesday, July 20                        |
| 57 Tuesday, July 27    | Wednesday, July 21                                  | Thursday, July 22                       |
| Friday, July 30        | NO ISSUE PUBLISHED                                  |   |
| 58 Tuesday, August 3   | Wednesday, July 28                                  | Thursday, July 29                       |
| 59 Friday, August 6    | Monday, August 2                                    | Tuesday, August 3                       |
| 60 Tuesday, August 10  | Wednesday, August 4                                 | Thursday, August 5                      |
| 61 Friday, August 13   | Monday, August 9                                    | Tuesday, August 10                      |
| 62 Tuesday, August 17  | Wednesday, August 11                                | Thursday, August 12                     |
| 63 Friday, August 20   | Monday, August 16                                   | Tuesday, August 17                      |
| 64 Tuesday, August 24  | Wednesday, August 18                                | Thursday, August 19                     |

|                          |                         |                        |
|--------------------------|-------------------------|------------------------|
| 65 Friday, August 27     | Monday, August 23       | Tuesday, August 24     |
| 66 Tuesday, August 31    | Wednesday, August 25    | Thursday, August 26    |
| 67 Friday, September 3   | Monday, August 30       | Tuesday, August 31     |
| 68 Tuesday, September 7  | Wednesday, September 1  | Thursday, September 2  |
| 69 Friday, September 10  | Friday, September 3     | Tuesday, September 7   |
| 70 Tuesday, September 14 | Wednesday, September 8  | Thursday, September 9  |
| 71 Friday, September 17  | Monday, September 13    | Tuesday, September 14  |
| 72 Tuesday, September 21 | Wednesday, September 15 | Thursday, September 16 |
| 73 Friday, September 24  | Monday, September 20    | Tuesday, September 21  |
| 74 Tuesday, September 28 | Wednesday, September 22 | Thursday, September 23 |
| 75 Friday, October 1     | Monday, September 27    | Tuesday, September 28  |
| 76 Tuesday, October 5    | Wednesday, September 29 | Thursday, September 30 |
| 77 Friday, October 8     | Monday, October 4       | Tuesday, October 5     |
| Tuesday, October 12      | THIRD QUARTERLY INDEX   |                        |
| 78 Friday, October 15    | Monday, October 11      | Tuesday, October 12    |
| 79 Tuesday, October 19   | Wednesday, October 13   | Thursday, October 14   |
| 80 Friday, October 22    | Monday, October 18      | Tuesday, October 19    |
| 81 Tuesday, October 26   | Wednesday, October 20   | Thursday, October 21   |
| 82 Friday, October 29    | Monday, October 25      | Tuesday, October 26    |
| 83 Tuesday, November 2   | Wednesday, October 27   | Thursday, October 28   |
| Friday, November 5       | NO ISSUE PUBLISHED      |                        |
| 84 Tuesday, November 9   | Wednesday, November 3   | Thursday, November 4   |
| 85 Friday, November 12   | Monday, November 8      | Tuesday, November 9    |
| 86 Tuesday, November 16  | Wednesday, November 10  | Thursday, November 11  |
| 87 Friday, November 19   | Monday, November 15     | Tuesday, November 16   |
| 88 Tuesday, November 23  | Wednesday, November 17  | Thursday, November 18  |
| 89 Friday, November 26   | Monday, November 22     | Tuesday, November 23   |
| Tuesday, November 30     | NO ISSUE PUBLISHED      |                        |
| 90 Friday, December 3    | Monday, November 29     | Tuesday, November 30   |
| 91 Tuesday, December 7   | Wednesday, December 1   | Thursday, December 2   |
| 92 Friday, December 10   | Monday, December 6      | Tuesday, December 7    |
| 93 Tuesday, December 14  | Wednesday, December 8   | Thursday, December 9   |
| 94 Friday, December 17   | Monday, December 13     | Tuesday, December 14   |
| 95 Tuesday, December 21  | Wednesday, December 15  | Thursday, December 16  |
| 96 Friday, December 24   | Monday, December 20     | Tuesday, December 21   |
| Tuesday, December 28     | NO ISSUE PUBLISHED      |                        |
|                          |                         |                        |



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