

Text of Adopted Revisions to 19 TAC

Chapter 230. Professional Educator Preparation and Certification

Subchapter E. Educational Aide Certificate

§230.53. Procedures in General.

- (a) School district administrators have the authority and responsibility to determine the number of educational aides and level of job performance desired for the operation of the school district. The school district administrator is responsible for preparing accurate job descriptions for each assignment, classifying each assignment, and filling these assignments with individuals certified according to this subchapter.
- (b) An appropriate educational aide certificate shall be issued to a qualified individual who is recommended by the employing superintendent or his or her designee and who meets the requirements of this subchapter. The school district shall submit a completed application and recommendation for an educational aide certificate to Texas Education Agency (TEA) staff. The applicant shall pay the designated fee.
- (c) The applicant for an educational aide certificate must be able to communicate, listen, read, write, and comprehend the English language sufficiently to use it easily and readily in daily communication.
- (d) An individual with experience in other states must have that experience verified on a teacher service record when he or she is employed in a Texas school district.
- (e) An applicant for an educational aide certificate is subject to the provisions in §230.11(b)(1)-(5) of this title (relating to General Requirements).
- (f) An individual who holds a valid Texas classroom teaching certificate may serve as an educational aide without obtaining an educational aide certificate.
- (g) An individual seeking a higher level of educational aide certificate must submit a completed online application and payment and be recommended for issuance at the higher level by the employing school district.

§230.63. Validity Period of Educational Aide Certificates.

- (a) Educational aide certificates issued prior to September 1, 2017, are valid for five years and are not eligible for renewal.
- (b) Educational aide certificates issued after August 31, 2017, are valid for two years and are not eligible for renewal.
- (c) Effective September 1, 2017, individuals seeking to transfer from one level of educational aide certificate to another level are not required to renew expired educational aide certificates.

§230.65. Requirements for Reissuance of Educational Aide Certificates.

- (a) Effective September 1, 2017, educational aide certificates will expire at the end of their validity period and are not subject to renewal.
- (b) To be eligible for reissuance of an educational aide certificate following the expiration of an educational aide certificate, a candidate shall submit a new online application and payment and be recommended by the employing school district.