

Tennessee Department of Education
Employment Standards Waiver Application

Read and complete ALL sections of the application to ensure timely response.

Section 1 - General Information		
Last Name (First, Middle, Last)	First Name	Middle Initial
McDaniel	Carolyn	J
	TN License#	Expiration Date
	000610862	8/31/2018
Certificate Type(s)	Current Endorsement(s) Held	
Practitioners License - 1st Issuance	440	
System Name	System #	
Cheatham County School District	110	
School Name	School #	
Cheatham County Central High	10	
School Year	Date Educator Placed in Waiver Position	
2015-2016	1/4/16	
Subject(s) and Course Code(s) of Waiver Position to be Filled	Endorsement(s) Needed for the Waiver Position	
Math 3181, 3133	413	
Year of Waiver Request:		
<input checked="" type="checkbox"/> 1st Year <input type="checkbox"/> 2nd Year (passed tests and/or enrolled in program, required) <input type="checkbox"/> 3rd Year (all tests passed and evidence of progress in coursework, required)		
Section 2 - Recruiting and Staffing Information		
Each of the following criteria must be met. Please check each box affirming that each statement is true:		
<input checked="" type="checkbox"/> The waiver is being requested to fill a vacant, high need position		
<input type="checkbox"/> The waiver is being requested to fill a mission-critical position [core academic, non-instructional leader]		
<input checked="" type="checkbox"/> The school district has engaged in thorough, responsible position-specific recruitment efforts to find appropriately endorsed candidates for the position for which a waiver is being requested AND has been unsuccessful in those efforts		
<input checked="" type="checkbox"/> The educator being recommended for the waiver is the most qualified candidate for the position for which a waiver is being requested		
Section 3 - Plans to Obtain Proper Endorsement		
Is applicant registered to take appropriate Praxis test(s): (Check one)	Praxis registration date:	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Summer 2016 State Approved Training	
Has applicant taken and passed appropriate Praxis test(s): (Check one)	Is applicant enrolled in a university/college program: (Check one)	
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Score(s)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
(MATH) Middle School Praxis	Name of university/college program:	
	Number of program hours COMPLETED:	

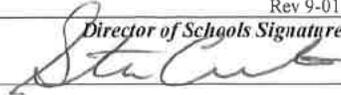
I hereby certify the information provided in this application is true and correct, and the district is in urgent need of a waiver.

Educator Name - Print		Educator Signature/Date	
Carolyn McDaniel		Carolyn McDaniel → 12/18/2015	
Human Resources Contact - Print	Human Resources Contact - Email	Human Resources Signature/Date	
Beth Batson	beth.batson@eastmer	Beth Batson	

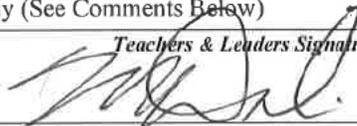
Submit completed application to:
Tennessee Dept. of Education, Office of Educator Licensing 11th floor, 710 James Robertson Pkwy, Nashville TN 37243-0376

RECEIVED
FEB 18 2016
Educator Licensing

RECEIVED
FEB 12 2016
Educator Licensing

<i>Director of Schools Name - Print</i> stan.curtis@estn.org	<i>Director of Schools Signature/Date</i> 
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Section 4 – TO BE COMPLETED BY DEPARTMENT OF EDUCATION

<i>Teachers & Leaders Recommendation</i>	
<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny (See Comments Below)	
<i>Teachers & Leaders Name - Print</i> Michael Deurlein	<i>Teachers & Leaders Signature/Date</i> 
<i>Candice McQueen, Commissioner of Education - Print</i>	<i>Candice McQueen, Commissioner of Education Signature /Date</i> Candice McQueen JP 3/14/16
<i>Additional Comments</i>	

Employment Standards Waiver Application Frequently Asked Questions

- Question:** Who can apply for a waiver?
Answer: Only school districts [not individual educators] may apply for waivers.
- Question:** Are there any restrictions on the endorsements for which the system may acquire a waiver?
Answer: Courses which conclude with an end-of-course exam for high school credit may not be taught on waivers.
- Question:** Where do I locate the Subject and Course Code(s) assignment?
Answer: The information can be found in the Correlations of Course & Endorsement Codes Document.
<http://www.tn.gov/education/districts/correlations.shtml>
- Question:** When must my system apply for a waiver?
Answer: A waiver must be requested and approved if an educator holding an Apprentice, Transitional, or Professional License is scheduled to teach more than one course or more than two sections of one course outside the area of endorsement.
- Question:** What supplemental information or documents should we provide in order to strengthen this application?
Answer: Evidence [original or photocopied documentation] that the educator for whom the waiver is being requested is actively pursuing or engaged in coursework to obtain the endorsement AND/OR registered to take the relevant Praxis exam.
- Question:** How long is an approved waiver valid?
Answer: One academic year [July 1 – June 30]. Waivers must be renewed each year and must include evidence of the applicant's progression toward the additional endorsement.
- Question:** Where can I send this application?
Answer: Please send completed application and supporting documentation to: Tennessee Department of Education, Office of Educator Licensing, 12th floor, 710 James Robertson Pkwy, Nashville TN 37243-0376. Completed applications can be faxed to (615) 532-1448 or emailed to Education.Licensing@tn.gov.
- Question:** If the waiver application is denied, what should we do?
Answer: The system should develop a plan to recruit an educator with the proper endorsement.

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