

**Policy 4112.2: Certification**

Status: DRAFT

Original Adopted Date: 10/05/2010 | Last Revised Date: 12/11/2012 | Last Reviewed Date: 12/11/2012

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed **to fill positions requiring certification qualifications possess the appropriate credential, permit, or other certification document from the Commission on Teacher Credentialing (CTC) and fulfill any additional state, federal, or district requirements for the position.**

**The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.**

**Priorities for Hiring Based on Unavailability of Credentialed Teacher**

**The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher who is authorized in the subject or setting for each assignment or, when necessary, a fully prepared teacher serving on a local assignment option. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)**

**in positions requiring certification qualifications possess the appropriate credential or permit from the Commission on Teacher Credentialing (CTC) authorizing their employment in such positions:**

**A candidate who enrolls in an approved All teachers of core academic subjects shall meet the requirements of the No Child Left Behind Act. (20 USC 6319, 7801; 5 CCR 6100-6125)**

1. **When a credentialed teacher or intern program in the region of is not available, the district and possesses an intern credential**

**A candidate who is scheduled to complete preliminary credential requirements within six months and who is granted may request that the CTC issue a short-term staff permit, provisional internship permit (PIP) or short-term staff), visiting faculty permit issued by, emergency permit, or credential waiver under the CTC.**

**The conditions and limitations provided in state or federal law:**

2. **When requesting a PIP, the Board shall approve, as an action item at an open public Board meeting, a notice of its intent to employ a PIP the applicant for a specific in the identified position. (5 CCR 80021.1)**
3. **An individual who has been granted a credential waiver by the CTC**

**Prior to Before requesting that the CTC issue an emergency permit or a limited assignment visiting faculty permit or emergency permit, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled open public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 8002744300.1)**

**The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)**

**Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the**

**The Superintendent or designee shall provide support and guidance to noncredentialed teachers in accordance with law to ensure the quality of the instructional program.**

**He/she also may provide assistance and support to staff holding preliminary credentials to help them meet the**

qualifications required for the professional clear credential.

The Board encourages district teachers to voluntarily seek additional certification from the **National Board for Professional Teaching Standards Certification**.

**The Superintendent or designee shall promote a career continuum that includes participation of district teachers in professional learning that supports their completion of which demonstrates advanced certification awarded by the National Board for Professional Teaching Standards (NBPTS). The Superintendent or designee may coordinate a cohort of teachers through school or district programs or other available networks.**

**With Board approval and funding, and consistent with the collective bargaining agreement and applicable law, the Superintendent may provide an incentive program for teacher participation in NBPTS certification, which may include:** knowledge and teaching skills.

1. **Defraying, subsidizing, or reimbursing the registration, certification, or maintenance fees for NBPTS certification**  
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2. **Providing bonuses, step increases, or differential pay for teachers who maintain their certification and continue to teach in the district, with priority given to teachers at Title I schools and schools serving a majority of low-income students**  
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3. **Providing substitute teachers to provide release time for participating teachers**  
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4. **Providing stipends for teacher participation that match other professional development stipends**  
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5. **Compensating mentor teachers who support other teachers' professional learning aligned to NBPTS standards**

#### **Parental Notifications**

**At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)**

1. **Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction**  
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2. **Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived**  
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3. **Is teaching in the field of discipline of the teacher's certification**

**In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)**

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**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

#### **State References**

5 CCR 80001-80674.6  
Ed. Code 32340-32341  
Ed. Code 35186

#### **Description**

Commission on Teacher Credentialing  
Unlawful issuance of a credential  
Complaints regarding teacher vacancy or misassignment



Website	National Board for Professional Teaching Standards - <a href="https://simbli.eboardsolutions.com/SU/W4hc1FgK0ics8tTmuq7qslshw==">https://simbli.eboardsolutions.com/SU/W4hc1FgK0ics8tTmuq7qslshw==</a>
Website	Commission on Teacher Credentialing - <a href="https://simbli.eboardsolutions.com/SU/cxWNIqRUJlsa7efc7aH4Q==">https://simbli.eboardsolutions.com/SU/cxWNIqRUJlsa7efc7aH4Q==</a>
Website	Commission on Teacher Credentialing, Credential Information Guide (for employers' use only) - <a href="https://simbli.eboardsolutions.com/SU/B9uurcEnh6RjWX7bEk1slshew==">https://simbli.eboardsolutions.com/SU/B9uurcEnh6RjWX7bEk1slshew==</a>
Website	CSBA - <a href="https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==">https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==</a>
Website	U.S. Department of Education - <a href="https://simbli.eboardsolutions.com/SU/XcSsJimoslsh3XhJKy4tplus7wplusA==">https://simbli.eboardsolutions.com/SU/XcSsJimoslsh3XhJKy4tplus7wplusA==</a>

## Cross References

## Description

0460	Local Control And Accountability Plan - <a href="https://simbli.eboardsolutions.com/SU/Oa8UxEDuhq6BH2zsd274XA==">https://simbli.eboardsolutions.com/SU/Oa8UxEDuhq6BH2zsd274XA==</a>
0460	Local Control And Accountability Plan - <a href="https://simbli.eboardsolutions.com/SU/8eaD94eHfVAA8KyIGL0hw==">https://simbli.eboardsolutions.com/SU/8eaD94eHfVAA8KyIGL0hw==</a>
1312.4	Williams Uniform Complaint Procedures - <a href="https://simbli.eboardsolutions.com/SU/1FJbiVCsn7KEkqFkMwIR6w==">https://simbli.eboardsolutions.com/SU/1FJbiVCsn7KEkqFkMwIR6w==</a>
3580	District Records - <a href="https://simbli.eboardsolutions.com/SU/slshum9iqFSJwslshMnliyP5FuWQ==">https://simbli.eboardsolutions.com/SU/slshum9iqFSJwslshMnliyP5FuWQ==</a>
4111	Recruitment And Selection - <a href="https://simbli.eboardsolutions.com/SU/HeUlWnZQTFVbF6npluNePaZQ==">https://simbli.eboardsolutions.com/SU/HeUlWnZQTFVbF6npluNePaZQ==</a>
4112	Appointment And Conditions Of Employment - <a href="https://simbli.eboardsolutions.com/SU/8P7kCaAw8qzLunUQcqrA==">https://simbli.eboardsolutions.com/SU/8P7kCaAw8qzLunUQcqrA==</a>
4112.21	Interns - <a href="https://simbli.eboardsolutions.com/SU/1lbc1C7a2QcQjJe5y1uc3g==">https://simbli.eboardsolutions.com/SU/1lbc1C7a2QcQjJe5y1uc3g==</a>
4112.21	Interns - <a href="https://simbli.eboardsolutions.com/SU/PMtGedTc93gplus0dtl3rIVlg==">https://simbli.eboardsolutions.com/SU/PMtGedTc93gplus0dtl3rIVlg==</a>
4112.22	Staff Teaching English Learners - <a href="https://simbli.eboardsolutions.com/SU/rsQBpluSHDFI4ghEp5JSpJw==">https://simbli.eboardsolutions.com/SU/rsQBpluSHDFI4ghEp5JSpJw==</a>
4112.6	Personnel Files - <a href="https://simbli.eboardsolutions.com/SU/8rmeuQPjBjxnpluLHK6jENEA==">https://simbli.eboardsolutions.com/SU/8rmeuQPjBjxnpluLHK6jENEA==</a>
4113	Assignment - <a href="https://simbli.eboardsolutions.com/SU/BkooXvqQ61Pz9gyaJtplusAkW==">https://simbli.eboardsolutions.com/SU/BkooXvqQ61Pz9gyaJtplusAkW==</a>
4117.14	Postretirement Employment - <a href="https://simbli.eboardsolutions.com/SU/ViuTRxRI0sNeRY4plusFFdNWQ==">https://simbli.eboardsolutions.com/SU/ViuTRxRI0sNeRY4plusFFdNWQ==</a>
4117.3	Personnel Reduction - <a href="https://simbli.eboardsolutions.com/SU/CslshuQUVxpYidpSI75cNaplusw==">https://simbli.eboardsolutions.com/SU/CslshuQUVxpYidpSI75cNaplusw==</a>
4119.21	Professional Standards - <a href="https://simbli.eboardsolutions.com/SU/UTGFaZorslshLeTKDloySlofQ==">https://simbli.eboardsolutions.com/SU/UTGFaZorslshLeTKDloySlofQ==</a>
4119.21-E(1)	Professional Standards - <a href="https://simbli.eboardsolutions.com/SU/mGpluSvfwZSZeWEompluSBpluTJTg==">https://simbli.eboardsolutions.com/SU/mGpluSvfwZSZeWEompluSBpluTJTg==</a>
4121	Temporary/Substitute Personnel - <a href="https://simbli.eboardsolutions.com/SU/DcCmKPh09vg5JzXomtjUHA==">https://simbli.eboardsolutions.com/SU/DcCmKPh09vg5JzXomtjUHA==</a>
4121	Temporary/Substitute Personnel - <a href="https://simbli.eboardsolutions.com/SU/YykFd9RvVplus6GgB2BddENyw==">https://simbli.eboardsolutions.com/SU/YykFd9RvVplus6GgB2BddENyw==</a>
4131	Staff Development - <a href="https://simbli.eboardsolutions.com/SU/y4QplusedaFgrVD8fr8wpCMqQ==">https://simbli.eboardsolutions.com/SU/y4QplusedaFgrVD8fr8wpCMqQ==</a>
4131	Staff Development - <a href="https://simbli.eboardsolutions.com/SU/xnlUHul4wamrtLwplus2OFxcA==">https://simbli.eboardsolutions.com/SU/xnlUHul4wamrtLwplus2OFxcA==</a>
4161.1	Personal Illness/Injury Leave - <a href="https://simbli.eboardsolutions.com/SU/pBT8qcBchpd9Nretl5tpDQ==">https://simbli.eboardsolutions.com/SU/pBT8qcBchpd9Nretl5tpDQ==</a>

4161.11	Industrial Accident/Illness Leave - <a href="https://simbli.eboardsolutions.com/SU/ZOplusudejslshsmM4HPD2Djivlg==">https://simbli.eboardsolutions.com/SU/ZOplusudejslshsmM4HPD2Djivlg==</a>
4161.3	Professional Leaves - <a href="https://simbli.eboardsolutions.com/SU/yxyp7MslshV9z0ehsGEziFXvA==">https://simbli.eboardsolutions.com/SU/yxyp7MslshV9z0ehsGEziFXvA==</a>
4161.8	Family Care And Medical Leave - <a href="https://simbli.eboardsolutions.com/SU/dkzM3sFaSMA9NvtdslshHt2slshw==">https://simbli.eboardsolutions.com/SU/dkzM3sFaSMA9NvtdslshHt2slshw==</a>
4211	Recruitment And Selection - <a href="https://simbli.eboardsolutions.com/SU/1QyhISbz3gqEplusbhfpq4lEQ==">https://simbli.eboardsolutions.com/SU/1QyhISbz3gqEplusbhfpq4lEQ==</a>
4212.6	Personnel Files - <a href="https://simbli.eboardsolutions.com/SU/6Sms9Cslshckj3AxFvjiVLwg==">https://simbli.eboardsolutions.com/SU/6Sms9Cslshckj3AxFvjiVLwg==</a>
4219.21	Professional Standards - <a href="https://simbli.eboardsolutions.com/SU/cRQObj7EJcTiplushojXxDrvw==">https://simbli.eboardsolutions.com/SU/cRQObj7EJcTiplushojXxDrvw==</a>
4219.21-E(1)	Professional Standards - Code Of Ethics Classified Employees - <a href="https://simbli.eboardsolutions.com/SU/Yn4FDSgBUNSBsWF3lvpkIQ==">https://simbli.eboardsolutions.com/SU/Yn4FDSgBUNSBsWF3lvpkIQ==</a>
4261.11	Industrial Accident/Illness Leave - <a href="https://simbli.eboardsolutions.com/SU/4V3v5daPNAoVUMjjGN825w==">https://simbli.eboardsolutions.com/SU/4V3v5daPNAoVUMjjGN825w==</a>
4261.8	Family Care And Medical Leave - <a href="https://simbli.eboardsolutions.com/SU/RxAOPGwtmmyMLo5slshskLOtA==">https://simbli.eboardsolutions.com/SU/RxAOPGwtmmyMLo5slshskLOtA==</a>
4311	Recruitment And Selection - <a href="https://simbli.eboardsolutions.com/SU/S1DtM6q4nxCUkFJdgUiurg==">https://simbli.eboardsolutions.com/SU/S1DtM6q4nxCUkFJdgUiurg==</a>
4312.6	Personnel Files - <a href="https://simbli.eboardsolutions.com/SU/c66XSPEsGJAEplus435ncEpw==">https://simbli.eboardsolutions.com/SU/c66XSPEsGJAEplus435ncEpw==</a>
4317.14	Postretirement Employment - <a href="https://simbli.eboardsolutions.com/SU/kn0cVocJtTBYFfmlivUUAA==">https://simbli.eboardsolutions.com/SU/kn0cVocJtTBYFfmlivUUAA==</a>
4319.21	Professional Standards - <a href="https://simbli.eboardsolutions.com/SU/aVzvR2gnF6PxyE8OYijAPA==">https://simbli.eboardsolutions.com/SU/aVzvR2gnF6PxyE8OYijAPA==</a>
4319.21-E(1)	Professional Standards - <a href="https://simbli.eboardsolutions.com/SU/sVVtgfkApxmtRMQLsMRyQ==">https://simbli.eboardsolutions.com/SU/sVVtgfkApxmtRMQLsMRyQ==</a>
4361.1	Personal Illness/Injury Leave - <a href="https://simbli.eboardsolutions.com/SU/etl1turBC71j4hKK2A3r6A==">https://simbli.eboardsolutions.com/SU/etl1turBC71j4hKK2A3r6A==</a>
4361.11	Industrial Accident/Illness Leave - <a href="https://simbli.eboardsolutions.com/SU/3cLqPb0ZXllMnwJFplusftdg==">https://simbli.eboardsolutions.com/SU/3cLqPb0ZXllMnwJFplusftdg==</a>
4361.8	Family Care And Medical Leave - <a href="https://simbli.eboardsolutions.com/SU/14pPp1TwlNK12xOlrqSnw==">https://simbli.eboardsolutions.com/SU/14pPp1TwlNK12xOlrqSnw==</a>
5145.6	Parental Notifications - <a href="https://simbli.eboardsolutions.com/SU/aumLfEWhRQTqmF8OKcrwjQ==">https://simbli.eboardsolutions.com/SU/aumLfEWhRQTqmF8OKcrwjQ==</a>
5145.6-E(1)	Parental Notifications - <a href="https://simbli.eboardsolutions.com/SU/5KtCGKwRqTKUDplusFgDOn0OQ==">https://simbli.eboardsolutions.com/SU/5KtCGKwRqTKUDplusFgDOn0OQ==</a>
5148	Child Care And Development - <a href="https://simbli.eboardsolutions.com/SU/rcx4nslsh4KK8CfoEueReEttw==">https://simbli.eboardsolutions.com/SU/rcx4nslsh4KK8CfoEueReEttw==</a>
5148	Child Care And Development - <a href="https://simbli.eboardsolutions.com/SU/TfrOIC7GJKHpQixgwbYeJA==">https://simbli.eboardsolutions.com/SU/TfrOIC7GJKHpQixgwbYeJA==</a>
6142.7	Physical Education And Activity - <a href="https://simbli.eboardsolutions.com/SU/wLhC38lfitHbiftplusu8Slqg==">https://simbli.eboardsolutions.com/SU/wLhC38lfitHbiftplusu8Slqg==</a>
6142.7	Physical Education And Activity - <a href="https://simbli.eboardsolutions.com/SU/st47PplusnstvXplus2ge0izZVwA==">https://simbli.eboardsolutions.com/SU/st47PplusnstvXplus2ge0izZVwA==</a>
6146.1	High School Graduation Requirements - <a href="https://simbli.eboardsolutions.com/SU/rdGNtEjAJlhhHIYfPqISSw==">https://simbli.eboardsolutions.com/SU/rdGNtEjAJlhhHIYfPqISSw==</a>
6146.1	High School Graduation Requirements - <a href="https://simbli.eboardsolutions.com/SU/kTSOrWslshR2babZTZPU8qYcq==">https://simbli.eboardsolutions.com/SU/kTSOrWslshR2babZTZPU8qYcq==</a>

6146.2	Certificate Of Proficiency/High School Equivalency - <a href="https://simbli.eboardsolutions.com/SU/plusclCdxZAfc2U4cDislshOPWQ==">https://simbli.eboardsolutions.com/SU/plusclCdxZAfc2U4cDislshOPWQ==</a>
6146.2	Certificate Of Proficiency/High School Equivalency - <a href="https://simbli.eboardsolutions.com/SU/wbjnwnpj14iVAhhEsqqlslshw==">https://simbli.eboardsolutions.com/SU/wbjnwnpj14iVAhhEsqqlslshw==</a>
6158	Independent Study - <a href="https://simbli.eboardsolutions.com/SU/kldaCe82xgAYe4vPKMFA5Q==">https://simbli.eboardsolutions.com/SU/kldaCe82xgAYe4vPKMFA5Q==</a>
6158	Independent Study - <a href="https://simbli.eboardsolutions.com/SU/6T4cG3xYs8mchlpJLp3vA==">https://simbli.eboardsolutions.com/SU/6T4cG3xYs8mchlpJLp3vA==</a>
6162.51	State Academic Achievement Tests - <a href="https://simbli.eboardsolutions.com/SU/NUVRB6a69j7omFVQPA0iVw==">https://simbli.eboardsolutions.com/SU/NUVRB6a69j7omFVQPA0iVw==</a>
6162.51	State Academic Achievement Tests - <a href="https://simbli.eboardsolutions.com/SU/bPfcBJVwU5lbnwTaWDHd8w==">https://simbli.eboardsolutions.com/SU/bPfcBJVwU5lbnwTaWDHd8w==</a>
6163.1	Library Media Centers - <a href="https://simbli.eboardsolutions.com/SU/lwXB8c8GOCzKnQd9nEugsg==">https://simbli.eboardsolutions.com/SU/lwXB8c8GOCzKnQd9nEugsg==</a>
6164.2	Guidance/Counseling Services - <a href="https://simbli.eboardsolutions.com/SU/g7bp9zAL1gyQwbRj6etZMQ==">https://simbli.eboardsolutions.com/SU/g7bp9zAL1gyQwbRj6etZMQ==</a>
6170.1	Transitional Kindergarten - <a href="https://simbli.eboardsolutions.com/SU/slshzzGFZA4jMVojHB3otUAJQ==">https://simbli.eboardsolutions.com/SU/slshzzGFZA4jMVojHB3otUAJQ==</a>
6172	Gifted And Talented Student Program - <a href="https://simbli.eboardsolutions.com/SU/sl3tGA6g9N9TbPU4IIXVdw==">https://simbli.eboardsolutions.com/SU/sl3tGA6g9N9TbPU4IIXVdw==</a>
6172	Gifted And Talented Student Program - <a href="https://simbli.eboardsolutions.com/SU/zslshGuStMthY6celBUxN9DoQ==">https://simbli.eboardsolutions.com/SU/zslshGuStMthY6celBUxN9DoQ==</a>
6178	Career Technical Education - <a href="https://simbli.eboardsolutions.com/SU/X7b5JEzoRKslshww2JugXgaPw==">https://simbli.eboardsolutions.com/SU/X7b5JEzoRKslshww2JugXgaPw==</a>
6178	Career Technical Education - <a href="https://simbli.eboardsolutions.com/SU/IKS6G1GbwN6vkN4aZ4filw==">https://simbli.eboardsolutions.com/SU/IKS6G1GbwN6vkN4aZ4filw==</a>
6178.1	Work-Based Learning - <a href="https://simbli.eboardsolutions.com/SU/N7S7GUgNDSv3dKJl2Jn7eQ==">https://simbli.eboardsolutions.com/SU/N7S7GUgNDSv3dKJl2Jn7eQ==</a>
6178.1	Work-Based Learning - <a href="https://simbli.eboardsolutions.com/SU/EKXl1J4mwAecbMO3BEnO8Q==">https://simbli.eboardsolutions.com/SU/EKXl1J4mwAecbMO3BEnO8Q==</a>
6183	Home And Hospital Instruction - <a href="https://simbli.eboardsolutions.com/SU/77JjDDVDm2TJszlEHslshslshlbg==">https://simbli.eboardsolutions.com/SU/77JjDDVDm2TJszlEHslshslshlbg==</a>
6200	Adult Education - <a href="https://simbli.eboardsolutions.com/SU/C5HQcSV420mq8fF5fPWllw==">https://simbli.eboardsolutions.com/SU/C5HQcSV420mq8fF5fPWllw==</a>
6200	Adult Education - <a href="https://simbli.eboardsolutions.com/SU/H9Tg3dUdMslshoK5bnnSOZplusLg==">https://simbli.eboardsolutions.com/SU/H9Tg3dUdMslshoK5bnnSOZplusLg==</a>