

COMMISSION FOR TEACHER PREPARATION AND LICENSING

OFFICE OF THE EXECUTIVE SECRETARY
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79-8002

TO: All Individuals and Groups Interested in the Activities of the Commission for Teacher Preparation and Licensing

FROM: Peter L. LoPresti, Executive Secretary *[Signature]*

SUBJECT: Title 5 Regulations
Amendment of Section 80036(a) (2), Repeal of Current Section 80041, and Adoption of Section 80041 through 80041.4.

The Commission for Teacher Preparation and Licensing has approved and adopted the following Title 5 Regulations of the California Administrative Code. These regulations have also been approved by the California State Board of Education.

Amend Section 80036(a) (2) as follows:

80036. Specific Requirements. The specific requirements for the Designated Subjects Teaching Credential, pursuant to Education Code Section 44260, are all of the requirements of either (a) or (b):

(a) Full-Time Teaching. All of the following:

(1) Possession of a high school diploma or the passage of an equivalency examination as designated by the Commission.

(2) Adequate, successful, and recent experience in the technical skill, trade, vocation, or non-vocational subject named on the credential with a minimum equivalent to five years experience. One year of the required experience shall be within the three-year period immediately preceding the issuance of the credential. Work experience is defined as paid work experience or its equivalent, except that there shall be no equivalency for paid work experience for instructors of apprenticeship classes.

Qualifying Experience Shall be One of the Following

<i>Education and/or Training</i>	<i>Years of Work Experience Required</i>
High school diploma or equivalent	+5 years
or	
One year of occupational preparation appropriate or related to teaching field	+4 years
or	
Two years of occupational preparation appropriate or related to teaching field	+3 years
or	

- Three years of occupational preparation appropriate or related to teaching field +2 years
or
- Baccalaureate degree with a major in or related to teaching field +2 years
or
- Completion of an apprentice indentureship or similar program in accordance with industry and labor standards. There shall be no academic equivalency for paid work experience for instructors of apprenticeship classes +2 years
or
- ~~For nonvocational subjects in classes organized primarily for adults and~~ for driver education and driver training, a bachelor's degree, including a minimum of twelve semester hours of course work related to the subject to be taught, provided that this paragraph shall not be construed to limit the amount or type of qualifying experience which shall be required for driver education and driver training +0 years

(3) An examination approved by the Commission may be required to demonstrate satisfactory evidence that the skills and knowledge of the course or skill to be taught are possessed by the candidate. When an occupation, profession, or activity requires a State or Federal license, or registration which requires an examination to perform the duties required, the possession of such license or registration may be accepted as evidence of subject matter proficiency.

(4) The local education agency shall arrange for a program of personalized in-service training which will develop in candidates understandings and demonstrable competencies to include a minimum of nine semester units, or 135 clock hours, or the equivalent. The following components shall be included in a personalized in-service training program submitted for Commission approval.

Provision for the development of understandings and competencies including, but not limited to, the following:

- (A) Knowledge of cultural differences in students and communities.
- (B) The learning process.
- (C) Instructional techniques.
- (D) Curriculum and media.
- (E) Instructional evaluation.
- (F) Supervised field experience.
- (G) Principles and practices.
- (H) Scope and function.
- (I) Counseling and guidance.
- (J) Community and occupational relationships.
- (K) Special needs of students.
- (L) Student work experience programs.
- (M) Intracurricular student leadership development.
- (N) Organized activities designed to improve the candidate's academic or occupational deficiencies.
- (O) Evaluation of student achievement.

(5) For driver education and driver training classes, the credential applicant shall have a satisfactory driving record for the three years immediately preceding receipt of the credential application.

(6) Satisfactory completion of two semester units of work on the provisions and principles of the U.S. Constitution as required in Section 44335 of the Education Code, where a candidate has neither passed an examination dealing with this subject as specified in Section 44335 of the Education Code nor obtained a preliminary credential pending completion of the examination requirement specified in Section 44253 of the Education Code.

(b) Part-Time Teaching. All of the following:

(1) The education, experience, and examination described in (1), (2), (3), (5), and (6) of Section (a).

(2) A program of personalized in-service training, arranged for by the local education agency, which will develop in candidates understandings and demonstrable competencies to include a minimum of four semester units, or 60 clock hours, or the equivalent. The personalized in-service training program shall be submitted to the Commission for approval and need not include all, nor is it limited to, the elements described in (4), Section (a) of 80036.

NOTE: Authority cited: Section 44225, Education Code.

Repeal Section 80041 as follows:

~~80041. Issuance of Preliminary Designated Subjects
Credentials for Adult Education Until June 30, 1979.
Issuance of Preliminary Designated Subjects Credential
authorizing teaching in classes organized primarily for
adults.~~

~~(a) -- Until June 30, 1979, and not thereafter, a
Preliminary Designated Subjects Credential may be issued
for not more than five years under the following conditions,
in addition to the provisions of Sections 80038 and 80039.~~

~~(1) The applicant is recommended by a local educa-
tion agency as defined in Section 80034, which certifies
the following:~~

~~(A) The applicant will be employed in a speci-
fied full-time or part-time capacity.~~

~~(B) The applicant meets the minimum requirements
for education and experience as defined in Section
80036(a) or (b).~~

~~(2) The recommending local education agency stipulates it will make available the program of personalized in-service training specified in Section 80036(a)(4) for the applicant to whom a credential is issued for full-time service.~~

~~(3) The recommending local education agency stipulates it will make available the program of personalized in-service training specified in Section 80036(b)(2) for the applicant to whom a credential is issued for part-time service.~~

~~(b) The credential issued in accordance with (a) above shall authorize the holder to teach the subject or subjects specified on the credential in classes organized primarily for adults, except that the holder of a part-time credential may teach for no more than 160 hours per academic semester, or its equivalent.~~

Adopt Section 80041 through 80041.4 as follows:

PROPOSED TITLE 5 CHANGES, ADULT EDUCATION

1. 80041. Types of Designated Subjects Credentials for Adult
2. Education
3. (a) Regular - authorizing full- and part-time teaching of the
4. subject(s) cited on the credential.
5. (b) Limited - authorizing teaching of the subject(s) cited on
6. the credential to a maximum of 120 hours per academic year.

7. 80041.1. Terms and Requirements for Issuance
8. (a) Regular Credentials
9. (1) A preliminary regular Designated Subjects credential
10. for Adult Education shall be issued to an applicant and be valid
11. for five years from date of issuance upon the recommendation of
12. an authorized person, as defined in subsection 80041.3(c), who
13. verifies that the following requirements have been satisfied:
14. (A) the specific requirements relating to qualifying
15. education and/or experience as contained in Tables I and/or
16. II of subsection 80041.3(a) of these regulations.
17. (B) completion of the U.S. Constitution requirement
18. pursuant to Education Code 44335.
19. (C) a personalized preparation and training program
20. pursuant to subsection 80041.3(b) of these regulations has
21. been arranged for the applicant.

22. (2) A clear regular Designated Subjects credential for
23. Adult Education shall be issued to a qualified applicant and be
24. valid for a period of five years from date of issuance upon the
25. recommendation of an authorized official of a local education
26. agency or employing school district who verifies (A) or (B)
27. as they pertain to the applicant:

28. (A) Achievement of competencies as provided in sub-
29. section 80041.3(b) of these regulations, of which nine
30. semester units or equivalent shall be satisfied by and/or
31. through an approved local education agency (LEA) (including
32. but not limited to course work taken at an accredited
33. four-year institution of higher education), and that the
34. applicant is otherwise qualified.

35. (B) Possession of a valid clear community college
36. credential which authorizes the applicant to teach the
37. subject(s) cited on the credential in classes organized
38. primarily for adults, provided that the credential holder
39. has had a minimum of 240 hours of classroom teaching
40. experience in the cited subject in classes under the
41. jurisdiction of a California community college and who
42. satisfies the qualifying education and/or experience
43. requirements specified in Tables I and/or II, and is
44. otherwise qualified.

1. (b) Limited Credentials

2. (1) A limited Designated Subjects credential for Adult
3. Education shall be valid for a period of five years, shall not
4. be renewable, and shall be issued upon application on behalf
5. of an applicant by the employing school district (ESD), subject
6. to the following conditions:

7. (A) The applicant has fulfilled the specific require-
8. ments for education and/or experience and/or examination
9. requirements described in Tables I and/or II of these
10. regulations.

11. (B) The credential authorization shall be limited to
12. teaching a maximum of 120 hours during any school year.

13. (C) An applicant shall have the recommendation of the
14. employing school district attesting to the special fitness
15. of the candidate to teach the designated subject(s) cited
16. on the credential.

17. (D) The applicant is certified to be otherwise
18. qualified.

19. 80041.2. Authorization for Service

20. (a) Regular - The regular Designated Subjects credential for
21. Adult Education shall authorize the holder to teach in classes
22. organized primarily for adults the subject(s) designated on the
23. credential.

24. (b) Limited - The credential issued shall authorize the holder
25. to teach for a total not to exceed 120 hours per academic year in
26. classes organized primarily for adults the subject(s) designated on
27. the credential.

28. 80041.3 Requirements for the Credential

29. (a) Specific Requirements - The specific requirements for the
30. preliminary and/or clear Designated Subjects credential for Adult
31. Education are all of the following:

32. (1) Possession of a high school diploma or the passage of
33. an equivalency examination or other procedure as designated by
34. the Commission.

35. (2) Adequate preparation and/or recent experience in the
36. subject(s) named on the credential, with a minimum equivalent
37. to five years of education and/or experience. "Experience" is
38. defined as paid work or its equivalent; "education" is defined
39. as regular course work successfully completed at an accredited
40. institution of higher education, or equivalent and/or defined
41. in Tables I and II.

42. (3) Adequate proficiency in the subject or skill to be
43. taught as provided in Tables I and II.

44. (A) When an occupation, profession, or activity
45. requires a state or federal license or registration which
46. requires an examination to perform the duties required, the
47. possession of such a license or registration may be accepted
48. as evidence of subject matter proficiency.

1. (B) For subject areas not covered by an approved
2. license or registration, other proof of subject matter
3. competency shall be required. Documentation produced by
4. individuals informed of the subject area, performance
5. skill and/or knowledge of the candidate, or other
6. systematic means of validation developed by an LEA/ESD in
7. consultation with knowledgeable representatives of the
8. subjects involved, may provide such proof, subject to
9. approval of the validation process by the Commission.

QUALIFYING EDUCATION AND/OR EXPERIENCE SHALL BE ONE OF THE FOLLOWING:

TABLE I

1. FOR OTHER THAN ACADEMIC SUBJECTS:

2.	Education and/or Training	Years of Subject-Related Experience Required
3.	High School Diploma or equivalent	+ 5 years
4.	One year of subject-related education	
5.	appropriate or related to teaching field	+ 4 years
6.	Two years of subject-related education	
7.	appropriate or related to teaching field	+ 3 years
8.	Three years of subject-related education	
9.	appropriate or related to teaching field	+ 2 years
10.	Baccalaureate degree, and with subject matter in the	
11.	field to be taught verified by at least one of the	
12.	following:	+ 0 years
13.	Completion of 20 semester units or	
14.	10 upper division semester units in	
15.	the subject to be taught.	

TABLE II

16. FOR ACADEMIC SUBJECTS:

17.	Education and/or Training	Years of Subject-Related Experience Required
18.	Baccalaureate degree, and with subject matter in the	
19.	field to be taught verified by at least one of the	
20.	following:	+ 0 years
21.	Completion of 20 semester units or	
22.	10 upper division semester units in	
23.	the subject to be taught.	
24.	Academic subjects shall include but not be	
25.	limited to: English, Mathematics, Social	
26.	Science, Physical and Life Science	+ 0 years

1. (b) Requirements for the Personalized Preparation and
2. Training Program for the Clear Regular Designated Subjects
3. Credential for Adult Education
4. (1) A local education agency (LEA) or employing school
5. district (ESD) shall be authorized to recommend issuance of the
6. clear regular credential following verification as herein
7. provided of a personalized preparation and training program
8. which has developed in candidates understandings and
9. demonstrable competencies, to include a minimum of nine (9)
10. semester units or the equivalent. Such program for the
11. individual candidate shall be highly personalized and may
12. include but not be limited to the competencies in the design
13. of a personalized preparation and training program contained in
14. subsection (2) following.
15. (2) Understandings and Competencies for Programs of
16. Personalized Preparation and Training
17. Personalized preparation and training programs in the
18. amount of nine (9) semester units, or equivalent, approved by the
19. Commission shall have provisions for the development of under-
20. standings and competencies including, but not limited to, the
21. following:
22. a. Knowledge of cultural differences in students and communities.
23. b. The learning process.
24. c. Instructional techniques, including media.
25. d. Curriculum.
26. e. Evaluation techniques.
27. f. Supervised field experiences.
28. g. Scope and function of Adult Education.
29. h. Counseling and guidance, including student services.
30. i. Special needs of students.
31. j. Community relationships.
32. k. Evaluation of student achievement.
33. l. Organized activities to improve subject matter competencies.
34. m. Interpersonal relations/communication.
35. (c) Officials Authorized to Recommend Issuance of Credentials
36. (1) An official authorized to recommend for issuance of the
37. Designated Subjects credential for Adult Education is defined as
38. either "a" or "b":
39. (A) The chief executive officer or designee of a
40. local education agency (LEA) which has received Commission
41. approval for a program of personalized preparation and
42. training pursuant to subsection 80041.3(b) of these regulations.
43. (B) The chief executive officer or designee of an
44. employing school district (ESD), who shall provide a
45. description of the means used by the ESD to monitor and
46. verify completion of a personalized preparation and
47. training program, as provided in subsection 80041.3(b) of these
48. regulations, which procedure shall be subject to audit by
49. the Commission.

1. (2) An official authorized to recommend for the issuance
2. of the limited Designated Subjects credential for Adult Education
3. is defined as the chief executive officer or designee of the
4. employing school district (ESD), who shall verify that the
5. applicant has satisfied the specific requirements for qualifying
6. education and/or experience pursuant to these regulations and
7. who attests to the special fitness of the candidate to teach
8. the subject(s) designated on the credential and that employment
9. has or will be offered in the district to the applicant to
10. teach the subject(s) on the credential.

11. 80041.4. Requirements and Procedures for Agencies Recommending
12. for Designated Subjects Credentials for Adult Education

13. (a) Local Education Agencies

14. (1) Local education agency (LEA) defined: For purposes of
15. developing, submitting and implementing a Commission-approved
16. program of personalized preparation and training, the following
17. are defined as local education agencies:

18. a. A California public school district or consortium of school
19. districts;
20. b. A California county superintendent of schools;
21. c. A California regional occupation program or center;
22. d. A California State Agency;
23. e. A California approved teacher preparation institution.

24. (2) Procedures for receiving personalized preparation and
25. training program approval - A local education agency desiring to
26. develop a program for the Designated Subjects credential for
27. Adult Education shall file with the Commission for Teacher
28. Preparation and Licensing a program approval review document.
29. The document shall contain all of the following:

30. (A) A transmittal letter from the chief administrative
31. officer of the local education agency acknowledging his
32. approval of the program.

33. (B) Program goals.

34. (C) A brief description of the program to include the
35. name of the cooperating institution(s) or agency(ies),
36. program plans and personnel selection procedure,
37. personalized preparation and training plans and time blocks.
38. Sequences of experiences for the preparation of adult
39. education teachers shall be outlined. A local education
40. agency may coordinate its program or programs with
41. instruction offered by an approved teacher preparation
42. institution(s).

43. (D) Means by which the program goals are to be
44. achieved.

- 1. (E) Evaluation design and means
- 2. (F) Plans for future program revision and development.
- 3. The Commission will approve programs after the
- 4. review of the program approval review document, when such
- 5. document reflects that the program submitted by the local
- 6. education agency meets the intent of these guidelines.
- 7. Programs will be audited by the Commission to determine
- 8. if the guidelines are being followed. Credentials
- 9. recommended for issuance by an approved LEA will be
- 10. granted when the approved program plan has been or is
- 11. being followed (or when a justification for variance from
- 12. the program plan is submitted with the application).

(b) Employing School Districts

- 13. (1) Employing School District defined - An employing school
- 14. district is a California school district which offers, on a
- 15. regular basis, classes organized primarily for adults.
- 16. (2) Procedures for Employing School Districts to recommend
- 17. for credentials - An application for the Designated Subjects
- 18. credential for Adult Education may be submitted through an
- 19. employing school district on forms provided by the Commission
- 20. for Teacher Preparation and Licensing verifying that require
- 21. ments pursuant to these regulations applicable to an employing
- 22. school district have been satisfied by the applicant.
- 23.