

proper assignment of teachers within their credential authorizations.

The details of this new legislation are described below:

STATEWIDE STUDY OF THE MISASSIGNMENT OF CREDENTIALLED PERSONNEL

- a) The Commission is required to complete a statewide study of the misassignment of credentialed personnel;
- b) The study will incorporate a sample of the school assignments that are reflective of typical assignments;
- c) The Commission is required to report its findings in a report to the Legislature on or before February 1, 1987;
- d) The report will contain all pertinent data regarding the existence of the misassignment of credentialed personnel and will contain recommendations for its solution;
- e) If the report indicates that a solution is not possible without additional legislation, the Commission will develop proposed legislation to provide school districts with the means to properly assign credentialed personnel to all positions in their educational program;
- f) The report will also recommend actions to be taken in the event that credentialed personnel are assigned to positions for which they are not properly credentialed; and
- g) During the period of the study, a school district and all school district personnel are exempt from any statutory sanction for the misassignment of credentialed personnel, so long as the district had made a good-faith effort to properly assign credentialed personnel.

Staff of the Commission has already begun work on the study, and has reviewed the 1985-86 assignments of 19,058 secondary teachers employed in 59 school districts in 32 counties throughout the state. The results and analysis of the assignments of teachers will be a part of the report to be submitted to the Legislature.

LIMITED ASSIGNMENT AUTHORIZATION

- a) The Commission is authorized to issue a limited assignment authorization, for a fee of twelve dollars (\$12), to a permanent employee allowing the employee to be assigned, with his or her

consent, to teach in any single subject class in which he or she has accomplished the following:

1. Six semester units of course work in the subject, or
2. A passing score on the appropriate National Teacher Examination used for credentialing in the subject by the Commission, or
3. A major in a related subject field, or
4. Ninety (90) hours of staff development in the subject;

b) The governing board of the school district which seeks to employ credentialed personnel under a limited assignment authorization must, by resolution, provide specific authorization for any such assignment.

Any such assignment will remain in effect until June 30 of that school year.

The resolution must include a statement of need for the holder of a limited assignment authorization which documents the efforts of the district to employ a fully credentialed person for that position.

The resolution will need to accompany the application for the limited assignment authorization.

c) A copy of the Statement of Need Form is attached.

WORKSHOPS

Each school district governing board is required to notify the Commission, by November 30, 1986, of the name of the certificated employee of the district who will be responsible for the implementation of workshops with district administrators regarding the proper assignment of teachers within their credential authorizations. **NOTE: THIS PROVISION APPLIES TO ALL SCHOOL DISTRICTS, WHETHER THE DISTRICT UTILIZES LIMITED ASSIGNMENT AUTHORIZATIONS OR NOT.**

A form intended for use in providing this notification to the Commission is attached.

These provisions (all of the above) remain in effect only until June 30, 1988, and as of that date are repealed, unless a later enacted statute, which is enacted before June 30, 1988, deletes or extends that date.

SUMMARY OF APPLICATION REQUIREMENTS FOR THE LIMITED ASSIGNMENT AUTHORIZATION

1. Completed Application Form 41-4 (Note: applicant must be a permanent certificated teacher of the district)
2. Application fee of **\$12.00**
3. Completed Statement of Need for the Limited Assignment Authorization
4. Verification of completion of one or more of the following in each single subject class to be taught and listed on the Limited Assignment Authorization:
 - a. Six semester units of course work in the subject, or
 - b. A passing score on the appropriate National Teacher Examination used for credentialing in the subject by the Commission, or
 - c. A major in a related subject field, or
 - d. Ninety (90) hours of staff development in the subject;
5. A copy of the local governing board's resolution which specifically authorizes the assignment of the applicant.

Inquiries concerning the content of this coded correspondence may be directed to the Information Services Unit (916) 445-7254 (12:30 p.m. to 4:30 p.m., weekdays).

To: The Commission on Teacher Credentialing
1020 O Street
Sacramento, CA 95814
Attention: Assignment Workshops

Subject: Notification of certificated employee responsible for assignment workshops

This is to notify the Commission on Teacher Credentialing that, in accordance with California Education Code Section 44258.5(e), the certificated employee of this district who will be responsible for the implementation of workshops with district administrators regarding the proper assignment of teachers within their credential authorizations is:

(Print or type name of certificated employee responsible for workshops)

(Print or type name of district)

(Print or type address of district)

(Phone Number)

(Print or type name
of person completing
this form)

(Signature)

(Date)

NOTICE: This information must be submitted to the Commission on Teacher Credentialing by November 30, 1986. Use of this form to provide this information is optional, but desired.

State of California
Commission on Teacher Credentialing

Statement of Need for the Limited Assignment Authorization
(Education Code, Section 44258.5)

To the Commission on Teacher Credentialing:

The superintendent has reviewed the information contained in this statement of need and certifies to the following:

1. This Statement of Need and local governing board resolution are submitted in support of an application for a Limited Assignment Authorization, in accordance with Education Code, Section 44258.5.
2. The person, whose credential application this Statement of Need and local governing board resolution is submitted in support is:

Name of applicant: _____
(Print or type) Last First Middle

Social Security Number: _____/_____/_____

3. This person is currently a permanent certificated teacher of the district, and will be employed in the

Name of School: _____

Name of District: _____

Name of County: _____

4. This person's assignment under the Limited Assignment Authorization will be as follows:

- a. Specific single subject class(es) to be taught (i.e. "algebra", "economics", etc.):

(List)

- b. grade(s) to be taught: _____
(List)

5. This person is enclosing verification of completion of one or more of the following in each single subject class to be taught and listed on the Limited Assignment Authorization (please check one or more):

___ Six semester units of course work in the subject; or

___ A passing score on the appropriate National Teacher Examination used for credentialing in the subject(s) by the Commission on Teacher Credentialing; or

___ A major in a related subject field; or

___ Ninety hours of staff development in the subject.

6. Use the following space to document the efforts made to employ a fully credentialed person to teach the class(es) to be listed on the Limited Assignment Authorization:

(Use additional sheet, if necessary)

To be completed and signed by the teacher to be assigned:

I hereby consent to the teaching assignment as described in Section 4 of this form.

Name (Print or type) Signature Date

*To be completed and signed by the district or county superintendent of schools (see note below):

I hereby acknowledge the assignment of the above named teacher as described in Section 4 of this form. Further, I hereby certify that all of the information contained in this form is true and correct, and that prior approval of the assignment described in Section 4 of this form has been authorized, by resolution of the local governing board, and that a copy of that resolution is attached.

District Superintendent:

Name (Print or type) Signature Date

County Superintendent:

Name (Print or type) Signature Date

*Note: Service in the employ of a public school or school district requires the signature of the district superintendent of schools **only**. Service in the employ of a county superintendent of schools office requires the signature of the county superintendent of schools **only**.