

COMMISSION FOR TEACHER PREPARATION AND LICENSING

OFFICE OF THE EXECUTIVE SECRETARY

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September 20, 1977

77-7816

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

FROM: Peter L. LoPresti, Executive Secretary 

SUBJECT: Title 5 Regulations, Section 5923.7, Preliminary
Designated Subjects Credentials for Adult Education
from June 30, 1977 to June 30, 1978

The Commission for Teacher Preparation and Licensing has adopted on an emergency basis Title 5 Regulations, California Administrative Code, Section 5923.7 as amended to change the issuance of Preliminary Designated Subjects Credentials for Adult Education from June 30, 1977 to June 30, 1978.

These Title 5 Regulations will be the subject of a Public Hearing for final adoption by the Commission at the November Commission meeting:

2:00 p.m.
Thursday, November 3, 1977
Holiday Inn, South - Coral Room
4390 47th Avenue
Sacramento, Ca. 95824

Please feel free to duplicate and distribute these Title 5 Regulations to anyone you believe might be interested in responding. If you wish to make a presentation regarding the attached to the Commission, please send 30 copies of your material for distribution to the Commission and Staff by October 14, 1977. We would also appreciate a call to the Commission office in order to schedule sufficient time on the Agenda for people who wish to make presentations.

O V E R

ISSUANCE OF PRELIMINARY DESIGNATED SUBJECTS CREDENTIALS
FOR ADULT EDUCATION UNTIL JUNE 30, 1978

Section 5923.7 (Proposed Section 80041). Issuance of Preliminary Designated Subjects Credentials for Adult Education Until June 30, ~~1977~~ 1978. Issuance of Preliminary Designated Subject Credential authorizing teaching in classes organized primarily for adults:

(a) Until June 30, ~~1977~~ 1978 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 5923.4 (Proposed Section 80038) and 5923.5 (Proposed Section 80039) (text attached).

(1) The applicant is recommended by a local education agency as defined in Section 5923 (Proposed Section 80034), which certifies the following:

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

(B) The applicant meets the minimum requirements for education and experience as defined in Section 5923.2(a) or (b).

(2) The recommending local education agency stipulates it will make available the program of personalized in-service training specific in Section 5923.2(a)(4) (Proposed 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 5923.2(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.

(Text of Sections 5923 through 5923.6 is attached.)

**TITLE 5 CREDENTIALS AND INSTITUTIONS PREPARING
CANDIDATES FOR CREDENTIALS**

D-262.3

(Register 76, No. 49—12-4-76)

5923. Designated Subjects Teaching Credential. An application for the Designated Subjects Teaching Credential shall be submitted through a local education agency on forms provided by the Commission for Teacher Preparation and Licensing. The Local Education Agency is defined as follows:

- (1) A California public school district;
- (2) A California county superintendent of schools;
- (3) A California regional occupation program or center;
- (4) A California State Agency;
- (5) A California approved teacher preparation institution.

NOTE: Authority cited: Sections 13114 (a) and (b), 13125.2, and 13177, Education Code.
Reference: Section 13132, Education Code.

- History:* 1. New Sections 5921 through 5921.5 filed 11-4-74; effective thirtieth day thereafter (Register 74, No. 45).
2. Renumbering of Sections 5921-5921.5 to Sections 5923-5923.5 filed 12-17-74 as an emergency; effective upon filing (Register 74, No. 51).
 3. Renumbering of Sections 5921-5921.5 to Sections 5923-5923.5 filed 4-15-75 as an emergency; designated effective 4-16-75 (Register 75, No. 16).
 4. Certificate of Compliance filed 6-20-75 as to 4-15-75 filing (Register 75, No. 25).

5923.1. Prerequisite to Issuance of Credential. (a) A local education agency desiring to develop a program for the Designated Subjects Teaching Credential and for the authorization to supervise and coordinate Designated Subjects Programs shall file with the Commission for Teacher Preparation and Licensing a program approval review document. The document shall contain all the following:

- (1) A transmittal letter from the Chief Administrative Officer of the local education agency acknowledging his approval of the program.

- (2) Program goals.

- (3) A brief description of the program to include the name of the cooperating institution or agency, program plans and personnel selection procedure, personalized in-service training plans and time blocks. Sequences of experiences for the various types of teachers should be outlined. A local education agency may endorse a program or programs offered by an approved teacher preparation institution. In such case, the approved teacher preparation institution may submit the program design.

- (4) Means by which the program goals are to be achieved.

- (5) Evaluation design and means.

- (6) Plans for future program revision and development.

(b) The Commission will approve programs after the review of the Program Approval Review Document, when such document reflects that the program submitted by the local education agency meets the intent of these guidelines. Programs will be audited by the Commission to determine if the guidelines are being followed. Individualized programs will be approved and the preliminary designated subjects teaching credential granted when the approved program plan has been or is being followed or when a justification for deviance from the program plan is submitted with the application.

History: 1. Amendment of subsection (a) filed 12-3-76; effective thirtieth day thereafter (Register 76, No. 49).

5923.2. Specific Requirements. The specific requirements for the Designated Subjects Teaching Credential pursuant to Education Code Section 13132 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

(Reglater 75, No. 27--7-5-75)

(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 his 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 13166 of the Education Code, where a candidate has neither passed an examination dealing with this subject as specified in Section 13165 of the Education Code nor has obtained a preliminary credential pending completion of the examination requirement specified in Section 13125.3 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 sixty 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 5923.2.

- History:*
1. Amendment of subsection (b) filed 12-17-74 as an emergency; effective upon filing (Register 74, No. 51).
 2. Amendment filed 4-15-75 as an emergency; designated effective 4-16-75 (Register 75, No. 16).
 3. Amendment filed 7-3-75; effective thirtieth day thereafter (Register 75, No. 27).

5923.3. Authorization for Service. (a) **Full-Time.** The credential issued pursuant to subsection (a) of Section 5923.2 shall authorize the holder to teach in the subject or trade in which the applicant has demonstrated competency and at such grade level as approved by the Commission and designated on the credential in kindergarten and grades one through twelve, including classes for adults.

(b) **Part-Time.** The credential issued pursuant to subsection (b) of Section 5923.2 shall authorize the holder to teach in the subject or trade in which the applicant has demonstrated competency and at such grade level as approved by the Commission and designated on the credential, under an assignment of not more than one-half of a full-time teaching assignment in kindergarten and grades one through twelve, including classes for adults.

- History:*
1. Amendment filed 12-17-74 as an emergency; effective upon filing (Register 74, No. 51).
 2. Amendment filed 4-15-75 as an emergency; designated effective 4-16-75 (Register 75, No. 16).

5923.4. Preliminary Credential for Full-Time Service. (a) A preliminary credential shall be issued for not more than five years to an applicant who has fulfilled all of the following requirements:

- (1) The education, experience, and examination described in Section 5923.2(a); (1), (2), and (3).
- (2) Recommendation by an official of a local education agency whose program for this credential has been approved by the Commission for Teacher Preparation and Licensing.

(b) Upon completion of the personalized in-service training program and upon satisfying the commission that he is otherwise qualified, the holder of the preliminary credential or other applicant shall be issued a designated subjects teaching credential for full-time service.

(c) The designated subjects teaching credential for full-time service shall be issued for five years.

- History:*
1. Amendment filed 12-17-74 as an emergency; effective upon filing (Register 74, No. 51).
 2. Amendment filed 4-15-75 as an emergency; designated effective 4-16-75 (Register 75, No. 16).

TITLE 5 CREDENTIALS AND INSTITUTIONS PREPARING D-262.6.1
CANDIDATES FOR CREDENTIALS
(Register 76, No. 49—12-4-76)

5923.5. Preliminary Credential for Part-Time Service. (a) A preliminary credential shall be issued for not more than five years to an applicant who has fulfilled all of the following requirements:

(1) The education, experience and examination described in Section 5923.2(a); (1), (2), and (3).

(2) Recommendation by an official of a local education agency whose program for this credential has been approved by the Commission for Teacher Preparation and Licensing.

(b) Upon completion of the personalized in-service training program and upon satisfying the commission that he is otherwise qualified, the holder of the preliminary credential or other applicant shall be issued a designated subjects teaching credential for part-time service.

(c) The designated subjects teaching credential for part-time service shall be issued for five years.

History: 1. Amendment filed 12-17-74 as an emergency; effective upon filing (Register 74, No. 51).

2. Amendment filed 4-15-75 as an emergency; designated effective 4-16-75 (Register 75, No. 16).

5923.6. Authorization for Supervision and Coordination of Designated Subjects Programs. Upon recommendation of an approved local education agency, an authorization to supervise and coordinate designated subjects programs may be added by the Commission for Teacher Preparation and Licensing to the credential of a teacher authorized to teach a vocational education subject or a nonvocational subject.

(a) **Minimum Requirements.** The minimum requirements to be granted authorization to supervise and coordinate designated subjects programs under the terms of this section shall be either (1) or (2) as appropriate:

(1) **Vocational Education Programs.** All of the following:

(A) Possession of or eligibility for a clear credential authorizing the holder to teach vocational education subject.

(B) Three years of full-time classroom teaching experience (or its equivalent) in the subject titled on the teaching credential.

(C) Completion of or enrollment in an approved program of personalized in-service preparation in supervision and coordination as defined below.

(2) **Nonvocational Programs.** All of the following:

(A) Possession of or eligibility for a clear credential authorizing the holder to teach a nonvocational subject.

(B) The experience and education described in (B) and (C) of subsection (a)(1).

(b) **Personalized In-Service Training.** 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 six semester units, or 90 clock hours, or the equivalent. The following components shall be included in a personalized in-service training program submitted for Commission approval:

(1) Advanced knowledge of the purposes, characteristics, and activities of vocational and/or nonvocational designated subjects programs.

(2) Planning, organization, and management of designated subjects programs which may include, but not be limited to:

- (A) facility planning,
- (B) conference leadership,
- (C) community relations and advisory processes,
- (D) program evaluation,
- (E) advanced principles of student leadership and development.

(3) Personnel policy development and administration which may include, but not be limited to:

- (A) selection,
- (B) evaluation,
- (C) staff development,
- (D) human relations,
- (E) supervision.

(4) Fiscal and regulatory concepts related to designated subjects programs which may include, but not be limited to:

- (A) budgeting,
- (B) legislation,
- (C) school law,
- (D) intra- and inter-agency relations,
- (E) funding sources.

(c) **Authorization.** (1) **Vocational education.** Possession of the supervision and coordination authorization for vocational education shall authorize the holder to supervise and coordinate vocational education subjects including, but not limited to, vocational trade and technical, vocational business, vocational agriculture, and occupational homemaking education.

(2) **Nonvocational education subjects.** Possession of supervision and coordination authorization for nonvocational education shall authorize the holder to supervise and coordinate nonvocational subjects including, but not limited to, adult education, driver training and driver education, military drill, Reserve Officer Training Corps, and aviation subjects.

NOTE: Authority cited: Section 13114(b), Education Code. Reference: Sections 13130 and 13132, Education Code.

History: 1. New section filed 12-3-76; effective thirtieth day thereafter (Register 76, No. 49).