

CREDENTIAL INFORMATION ALERT

DATE: November 4, 2005

NUMBER: 05-10

SUBJECT: SB 1969 Certificates of Completion and Certificates of Completion of Staff Development (SB 395/AB 2913)

The Commission on Teacher Credentialing (CCTC) issues credentials and certificates that authorize services to English learners (ELs). English learners must be taught by appropriately certificated teachers or by teachers in an approved training program to receive certification. Beginning in 1994, routes were developed which allowed teachers to earn an authorization to teach English learners by completing staff development. This Credential Information Alert provides background information on the two certificates, one locally issued and one issued by the Commission, and procedures regarding issuance and assignment for holders of these certificates.

SB 1969 Certificates

SB 1969 (Hughes, 1994) established an alternative way for permanent teachers to earn a certificate through completion of staff development to allow teachers to be assigned to teach English learners in the public schools. This local staff development preparation, which included specific requirements for permanent status and dates to complete the staff development, was provided at the option of participating agencies consistent with standards developed in Title 5 Regulations and authorized instruction to English learners in settings authorized by the individual's basic teaching credential. School districts and county offices of education awarded certificates to the individuals who completed their staff development program.

Registration of SB 1969 Certificates

Assembly Bill 1041 (Alpert), which became effective on January 1, 1997, established the legal authority for the Commission to maintain a file of the SB 1969 Certificates and charge a fee to cover the costs of providing this service. Each county office of education or school district that issued a Certificate of Completion of Staff Development was required to forward a copy of the certificate to the Commission within 90 days following issuance.

Certificates issued prior to January 1, 1997 did not need to be submitted to the Commission office for filing. Registration of the Certificate was completely voluntary on the parts of both the holder and the issuing agency. However, as a courtesy, the Commission did accept copies of certificates issued prior to January 1, 1997 if the copy was submitted by the issuing agency in the same manner as copies of SB 1969 Certificates issued after January 1, 1997.

End of Registration of SB 1969 Certificates

Effective January 1, 2003, school districts and county offices of education were no longer authorized to issue SB 1969 Certificates of Completion. Effective July 1, 2003, the Commission stopped accepting SB 1969 Certificates for registration. (Coded Correspondence 03-0004, February 7, 2003)

CALIFORNIA COMMISSION ON TEACHER CREDENTIALING

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SB 1969 Certificates Not Registered with the Commission

While county offices of education and school districts were required to forward a copy of the SB 1969 Certificate of Completion to the Commission, there have been occasions when the SB 1969 Certificate was issued but not forwarded for registration. Since July 1, 2003, the Commission has been asked about the validity of an SB 1969 Certificate that was not registered with the Commission. An SB 1969 Certificate that was not registered with the Commission is still valid. The individual will need to show the certificate to their current employer and will also need to provide it to any new employers. There may be a problem if an individual goes to another county or district who may not accept the SB 1969 Certificate that was not registered with the Commission. This is a local level employment issue for which the Commission does not have purview to review. Remember that those who were issued a Certificate prior to January 1, 1997 were not required to register their certificates with the Commission.

SB 1969 Certificates Not Issued

The Commission has received inquiries from teachers and employing agencies asking about policies concerning the issuance and registering of SB 1969 Certificates. In particular, teachers who have completed the SB 1969 program of staff development but the district cannot produce the actual SB 1969 Certificate and the certificate is not registered with the Commission. Some employing agencies can provide a written statement of when the work was completed and how many hours were completed. The Commission has been asked if the employing agency can allow the teacher to serve English learners. It is a local level employment issue whether the employing agency accepts other than the actual SB 1969 Certificates. If the employing agency is verifying that the teacher completed the program, then it is their decision to accept and allow the teacher to be assigned to teach English learners. The employing agency should keep a letter in the files verifying the completion of the staff development, the date of completion, and the type of staff development completed for assignment monitoring purposes. The decision to allow the teacher to serve English learners rests with the employing school district.

Certificates of Completion of Staff Development Issued by the Commission

EC §44253.10 was amended by Senate Bill 395 (Hughes, 1999) and became effective on January 1, 2000. This bill required the Commission to issue a certificate based on the completion of staff development and specific requirements including permanent status and dates to complete the staff development. The certificate authorizes the holder to teach English language development and/or specially designed academic instruction delivered in English in settings authorized by the individual's basic teaching credential. Specific agencies received Commission approval to offer the staff development for the certificate.

Extension of Sunset Date for Certificates of Completion of Staff Development

Assembly Bill 2913 (Salinas, 2004), extended the deadline for teachers to complete a Commission-approved staff development program for English learners from January 1, 2005 to January 1, 2008. None of the other provisions required to earn a Certificate of Completion were changed in the legislation including the permanent status date, number of clock hours of staff development, or the authorization. No new agencies were added to offer the staff development. The agencies and professional organizations previously approved may continue to offer the staff development.

Combining Provisions of SB 1969 and SB 395/AB 2913

If an individual was not issued a certificate under the provisions of SB 1969 because the teacher did not complete the staff development program under the SB 1969 regulations, he or she may contact one of the agencies approved to offer the staff development for the Certificate of Completion of Staff

Development regarding a review of the work completed for use towards the Certificate of Completion of Staff Development requirements. The use of any previously taken staff development is the decision of the approved provider.

Resources

Information on the specific requirements and a list of approved providers for a Certificate of Completion of Staff Development may be found on the Commission's Web site at <http://www.ctc.ca.gov/credentials/leaflets/cl824.html>. The Administrator's Assignment Manual which contains information on appropriate assignment of teachers of English learners may be found at the following link: <http://www.ctc.ca.gov/credentials/leaflets/cl824.html>.

Questions

If you have further questions, please contact the Commission's Information Services by email at credentials@ctc.ca.gov or by telephone at the toll free number (888) 921-2682.