




# Local Assignment Options Module Handout

The slides in this handout reflect the [CTC Local Assignment Options Module](#)

**Assignment Monitoring:  
Local Assignment Options (LAO)**



Assignment Monitoring Program  
Commission on Teacher Credentialing

July 2021

1

---

---

---

---

---

---

---

---

**What are Local Assignment Options?**

Provisions within Education Code (EC) and Title 5 Regulations (T5) that provide local educational agencies (LEAs) with educator assignment options that can be used when an LEA is unable to assign a certificated employee with the appropriate credential.

2

---

---

---

---

---

---

---

---

**Local Assignment Option Responsibilities**

**The Commission:**

- Collects LAOs annual usage data through the California Statewide Assignment Accountability System (CalSAAS)
- Provides Limited Guidance

**Local Education Agencies**

- Everything else

Local Assignment Options are used at the discretion of Local Educational Agencies

3

---

---

---

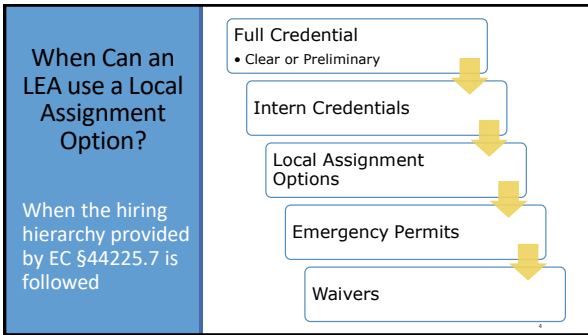
---

---

---

---

---



4

---

---

---

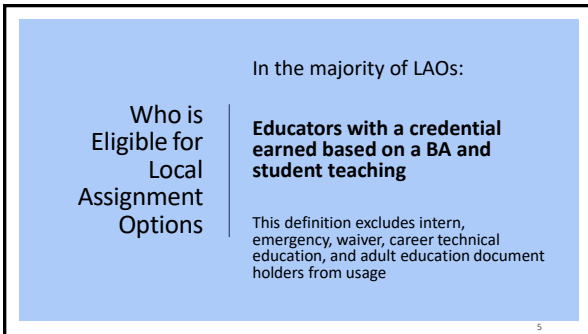
---

---

---

---

---



5

---

---

---

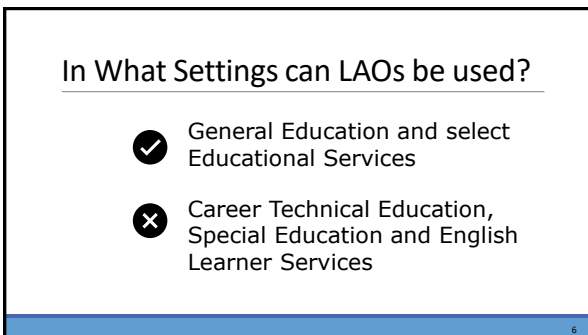
---

---

---

---

---



6

---

---

---

---

---

---

---

---

### Common Local Assignment Option Requirements

Teacher Consent

Board Authorizations

Subject Matter Expertise

7

7

---

---

---

---

---

---

---

---

- Educators asked to serve outside of their preparation need to consent to their assignment(s)
- Consent should be documented and kept on file with their employer
- Educators who do not consent *should not* be assigned

### Teacher Consent

8

8

---

---

---

---

---

---

---

---

- Most LAOs require governing board action to authorize the assignment
- Board Action should be taken prior to the start of the educator's assignment
- Usage of LAO should be acknowledged as a matter of public record
- Board approval needs to be given each time an assignment is authorized via LAO, even if educator was authorized for prior assignments

### Board Authorizations

9

9

---

---

---

---

---

---

---

---

- Several LAOs require the educator to have subject matter expertise in order to use the Local Assignment Option
- Often college courses are used to ascertain the expertise, but some can be satisfied through experience
- The Commission has no purview over this – LEAs should practice due diligence to ensure the educator meets the criteria for the assignment

### Subject Matter Expertise

10

10

---

---

---

---

---

---

---

---

## Common Local Assignment Options



11

11

---

---

---

---

---

---

---

---

### California Code of Regulations, Title 5, §80005(b)

**Credential:** BA and Student Teaching  
**Setting:** Departmentalized  
**Content Authorized:** Electives  
**Grade Level:** K-12  
**Consent Required:** Yes  
**Board Authorization:** No  
**Subject Matter Expertise:** Yes

- Classes which do not fall within or are not directly related to the broad subject areas listed in 80005(a)
- Examples include Homeroom, life skills, Student Government, conflict management, and facilitated online courses
- Not like Other LAOs because educators are technically not serving out-of-field
- Requires the educator hold a teaching credential based on a bachelor's degree and student teaching - Intern, Waiver, Provisional Internship Permit (PIP), or Short-Term Staff Permit (STSP) documents are excluded

12

12

---

---

---

---

---

---

---

---

**Education Code §44865**

**Credential:** BA and Student Teaching  
**Setting:** Alternative  
**Content Authorized:** Any  
**Grade Level:** K-12  
**Consent Required:** Yes  
**Board Authorization:** No  
**Subject Matter Expertise:** No

- Allows fully credentialed educator to serve in any assignment in the following settings:
  - Home teacher
  - Classes organized primarily for adults
  - Hospital classes
  - Necessary small high schools
  - Continuation schools
  - Alternative schools
  - Opportunity schools
  - Juvenile court schools
  - County community schools
  - District community day schools
  - Independent study
  - Home Hospital
- Requires educator hold a teaching credential based on a bachelor's degree and student teaching - Intern, Waiver, Provisional Internship Permit (PIP), or Short-Term Staff Permits (STSP) are excluded
- Can verify Local Educational Agencies are running alternative programs by searching for them at the CDE's California School Directory

13

13

---

---

---

---

---

---

---

---

---

---

**Education Code §44256(b)**

**Credential:** Multiple Subject or Elementary  
**Setting:** Departmentalized  
**Content Authorized:** Any  
**Grade Level:** 8 and below  
**Consent Required:** Yes  
**Board Authorization:** Yes  
**Subject Matter Expertise:** Yes

- Allows Educators authorized in self contained settings to teach in departmentalized courses, up to 8<sup>th</sup> grade
- Educator must have earned 12 lower/6 upper division units at an accredited institution in the subject being authorized in order to be eligible

14

14

---

---

---

---

---

---

---

---

---

---

**Education Code §44258.7(c)(d)**

**Credential:** Any Teaching Credential  
**Setting:** Departmentalized  
**Content Authorized:** Electives  
**Grade Level:** K-12  
**Consent Required:** Yes  
**Board Authorization:** Yes  
**Subject Matter Expertise:** Yes

- The committee on assignments shall include an equal number of teachers, selected by teachers, and school administrators, selected by school administrators
- An "elective course" is a course other than English, Mathematics, Science, or Social Studies
- Assignments approved by the committee on assignments shall be for a maximum of one school year, but may be extended by action of the committee

15

15

---

---

---

---

---

---

---

---

---

---

**Education Code §44258.3**

**Credential:** Non-Emergency Credential  
**Setting:** Departmentalized  
**Content Authorized:** Any  
**Grade Level:** K-12  
**Consent Required:** Yes  
**Board Authorization:** Yes  
**Subject Matter Expertise:** Yes

- Allows Educators authorized in departmentalized settings to teach in any content in grades K-12
- Governing boards using this option must establish specific policies and procedures to verify that the teacher to be assigned has adequate knowledge of the subject to be taught
- Governing boards must utilize subject-matter specialists in development of the process of verifying a teacher's competence in the subject being assigned

16

16

---

---

---

---

---

---

---

---

**Education Code §44263**

**Credential:** Any Teaching Credential  
**Setting:** Departmentalized/Self-Contained  
**Content Authorized:** Any  
**Grade Level:** K-12  
**Consent Required:** Not Specified  
**Board Authorization:** Yes  
**Subject Matter Expertise:** Yes

- in *departmentalized* settings - educator must have earned 18 lower/9 upper division units at an accredited institution the subject being authorized in order to be eligible for usage
- in *self-contained* settings - educator must have earned at least 60 semester hours equally distributed among the 10 areas of a diversified major set forth in Section 44314 to be eligible for usage

17

17

---

---

---

---

---

---

---

---

**Education Code §44258.2**

**Credential:** Single Subject or Secondary  
**Setting:** Departmentalized  
**Content Authorized:** Any  
**Grade Level:** 5-8  
**Consent Required:** Yes  
**Board Authorization:** Yes  
**Subject Matter Expertise:** Yes

- Allows educators authorized in departmentalized settings to teach in any content in middle school classrooms
- Educator must have earned 12 lower/6 upper division units at an accredited institution in the subject being authorized in order to be eligible

18

18

---

---

---

---

---

---

---

---

Thank you for watching!

- o Additional Common Local Assignment Options:  
<https://www.ctc.ca.gov/credentials/cig2/assignment-resources/local-assignment-options>
- o Less commonly used Local Assignment Options are listed in the Administrators Assignment Manual and in various resource assignment resource pages on the Credential Information Guide:  
<https://www.ctc.ca.gov/credentials/cig2/assignment-resources>

19

---

---

---

---

---

---

---

---