

## **Amendment Procedures to Add an Enhanced Intern Component to Funded Alternative Certification Programs**

Senate Bill 1209 (Chapter 517, Statutes of 2006) included provisions to provide additional incentive funding to programs that agree to add specific enhancements to their intern programs. Education Code Section 44387 adds three new provisions that constitute an enhanced intern program:

1. Adding 40 clock hours of English learner (EL) pre-service preparation to the existing preparation expectation of 120 clock hours or the equivalent.
2. All enhanced intern programs must include at least 40 clock hours annually of on site support for each intern by a similarly certificated teacher assigned to that school.
3. Schools and Districts in funded intern programs must maintain specified ratios and comparative percentages of new and experienced teachers in high priority schools.

If programs agree to incorporate these provisions into the funded alternative certification program, then funding may be increased by as much as \$1,000 per intern for a total of \$3,500. Matching funds would continue to be figured at \$2,500 per intern as there is no provision to match incentive funds.

### **Incentive Funds Application Procedures**

Each program should meet with its program partners to decide if the program will apply for this incentive grant. To apply a program must agree to implement all three provisions. Since this is a per capita grant, not all interns, districts or schools need participate, but every participant for whom incentive funds are requested must meet all provisions of the incentive grant.

The first step in the amendment process is to return the attached Intent Notice (Appendix A) by January 25, 2007. Please return the form indicating whether you intend to amend your program and seek the incentive funds. Appendix B contains a copy of Education Code Section 44387 for your information. This is the section that is added to the Alternative Certification article of the Code.

The template that should be used to respond is the Amendment Template to Add an Enhanced Internship Component to Funded Alternative Certification Programs found in Appendix C. This template should be returned by February 15, 2007, to be eligible for FY 2006-2007 funding.

## **Intent**

The intent is to make implementation of this section of statutes as reasonable and flexible as possible while still conforming to the intent of this incentive program. Among the goals are the following:

- Assure that every intern enters their classroom with basic pre-service preparation including instruction in teaching English learners.
- Insure ongoing site based support.
- Provide incentive funding to encourage equity in the distribution of interns throughout a school district.
- Increase funding for intern programs.

The Enhanced Internship, the Certificated Staff Mentoring and the Personnel Management Assistance Teams (other provisions in SB 1209) are considered to be complimentary measures that address the need for well prepared, supported teachers in schools that have a balance of beginning and experienced teachers.

## **Enhanced Pre-service Preparation**

Intern pre-service coursework may include all pedagogical coursework offered in post baccalaureate studies prior to becoming teacher of record. This could include prerequisite coursework and pre- teacher of record pedagogical course work and field experiences. Any coursework designed to meet the Teaching Performance Expectations (or equivalent pedagogical skills and knowledge in Special Education) offered before becoming teacher of record qualifies.

The base requirement for a grant amendment is 160 clock hours or the semester or quarter unit equivalent. If a program requires less than this, it will need to increase the amount of pre-service instruction and field experience to a total of 160 clock hours or the equivalent. Forty hours of this must be in the area of teaching English learners. If a program already offers more than 160 hours of pre-service and 40 hours address preparation to teach English learners, the requirement has been met. In either case programs describe how they meet the requirement in Appendix C.

For those who become teacher of record without meeting this pre-service requirement, they are eligible for funding in the second year of the program if the requirement is met by the start of the second year as teacher of record. This requirement may be met on a per intern basis. Those who are hired after the school year begins (either as an intern or as a provisional permit holder) without the benefit of 160 hours of pre-service are not eligible for incentive/enhanced funding in the fiscal year they are hired.

## **Enhanced Support Component**

Programs are expected to provide enhanced support to interns served with this incentive grant. The support should be site based. The support provider should be a teacher who is assigned to the school where the intern being supported is assigned. The support provider must have the same credential authorization that the intern is seeking and have recent experience with the subjects, grades or specialties of the assignment of the intern. Persons such as retired teachers may be used to provide this support if they are assigned as a teacher or support provider at the intern's school.

The support provided with these incentive funds should not supplant the site level support that currently exists, but allow programs to increase and diversify the support opportunities available. The support can take the form of "classroom observations, supervision, assistance and assessment" and "be provided by one or more experienced teachers who possess valid certification to teach at the same grade level and the same subject and assigned at the same school as the intern being assisted" (EC 44387 b 2).

Possible support activities that could be included, in addition to those above, are demonstration lessons, leading support seminars, serving as specialty area coaches in areas such as English learner assessment, helping classroom organization or planning, debriefing observations, setting up routines or conducting assessments, preparing for IEPs or parent conferences, as well as other activities supporting the teaching of interns.

In their response to this component, programs should describe the types and frequency of the current support that is provided on site by credentialed teachers. Because some interns require different types and amounts of support, a description of the range of activities that are provided and a range of the frequency of the support should be included. Programs should also provide the current average of the amount of support in an academic year for all interns.

The program amendment should describe how the program will enhance its current support system with the enhanced funds. The additional funds may be used to enhance both the quantity and quality of the support provided. Programs that already provide a significant amount of site level support, for example an average of two hours per week, may provide information on improving the quality of support services. In no case should the amount of support be less than 40 hours per intern annually.

The program amendment should identify those activities that are part of the current program and those activities that are new either as quantity or quality enhancements. The response should include the total number of hours of on site support activities and the program should stipulate that these new hours and activities do not supplant existing support activities.

## **Equitable Placement of Interns**

To be eligible for funding, programs must stipulate that they maintain a ratio of no fewer than one experienced teacher to five interns at the same school site where interns are placed. Programs must provide the methodology used to calculate this ratio for each intern for whom they are requesting enhancement funds.

EC 44387(c) states “to continue to receive enhanced intern funding pursuant to this section a participating district annually, commencing with receipt of funding for the second year, shall show to the Commission that no high priority school as described in Section 52055.605 (i.e., decile 1, 2 or 3 school) will have a higher percentage of teacher interns than the district wide average of teacher interns at a school in that year.”

In the 2007-2008 fiscal year, the Commission and funded intern programs must, district by district, determine that interns are not inequitably distributed in high priority schools. Through the consent process the number of interns in each participating school will be collected. Based on California Department of Education data on High Priority Schools, those interns in high priority schools will be compared to the district average number of interns. If the average for the priority school where the intern is placed is greater than the district wide average for interns at the high priority school, then that intern is not eligible for the enhanced funding.

## Appendix A

### Notice of Intent to Amend Alternative Certificate Program

Name of Program \_\_\_\_\_

Name of Person Completing Form \_\_\_\_\_

Phone number for person completing form \_\_\_\_\_

E-mail for person completing form \_\_\_\_\_

- 1. Our program intends to apply for Enhanced Intern Incentive Funds in FY 2006-2007.

We expect to request funds for \_\_\_\_\_ first year and \_\_\_\_\_ second year interns.

- 2. Our program does not plan to apply for Enhanced Intern Incentive Funds for 2006-2007 or 2007-2008. Please explain why:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 3. Our program intends to apply for Enhanced Intern Incentive Funds in FY 2007-2008 instead of 2006-2007. Please explain why:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please return this form no later than January 25, 2007, by one of the following:

FAX: (916) 327-3165

E-mail: ([mmckibbin@ctc.ca.gov](mailto:mmckibbin@ctc.ca.gov))

Mail: Commission on Teacher Credentialing  
Professional Services Division  
1900 Capitol Avenue  
Sacramento, CA 95814  
Attn: Mike McKibbin

## **Appendix B**

### **Education Code Section 44387 Alternative Certification Enhanced Internship Program**

SEC. 25. Section 44387 is added to the Education Code, to read:

44387. (a) From funds appropriated for purposes of this section, the commission may award increased funding, in addition to incentive grants awarded pursuant to Section 44386, to any school district or county office of education that agrees to enhance internship programs as provided in subdivision (b) and to address the distribution of teacher interns as required in subdivision (c).

(b) To qualify for increased intern program funding pursuant to this section, a school district or county office of education shall do all of the following:

(1) Provide teacher interns with the greater of (1) 120 hours of intensive pre-service training focused on the teaching of English language learners, or (2) 40 hours of the pre-service training in addition to all other required training, including, but not limited to, training required pursuant to Sections 44253.3, 44253.4 and 44253.10.

(2) Provide all teacher interns with 40 hours of classroom observation, supervision, assistance, and assessment by one or more experienced teachers who possess valid certification to teach at the same grade level and the same subject matter and who are assigned to teach at the same school as the intern who is being assisted.

(3) Maintain a ratio of no fewer than one experienced teacher to five teacher interns at the same school site.

(c) To continue to receive increased intern program funding pursuant to this section, a school district annually, commencing with the receipt of funding for a second year, shall show to the commission that no high priority school, as described in Section 52055.605, will have a higher percentage of teacher interns than the district wide average of teacher interns at a school in that year.

(d) Increased funding up to a total of three thousand five hundred dollars (\$3,500) per intern, per year, may be awarded by the commission to any school district or county office of education that meets the requirements of this section.

(e) Participants in an alternative certification program pursuant to this article, a district intern program conducted pursuant to Article 7.5 (commencing with Section 44325), or an intern program conducted pursuant to Article 3 (commencing with Section 44450) of Chapter 3, who have received a preliminary credential and who are generating funding for participating in an induction program pursuant to Article 4.5 (commencing with Section 44279.1) are eligible to generate enhanced funding under this section.

(f) When reporting to the Legislature and the Governor pursuant to Section 44225.6, the commission shall include the number of school districts and county offices of education receiving increased funding, and the number of interns for whom increased funding is claimed, pursuant this section.

## Appendix C

### Amendment Template to Add an Enhanced Intern Component to Funded Alternative Certification Programs

Name of Program \_\_\_\_\_

Program Number \_\_\_\_\_

Person Providing Response \_\_\_\_\_

#### 1. Enhanced Pre-service Preparation

- A. Amount (in clock hours, semester units or quarter units) of Pre-service coursework currently offered in funded alternative certification program.

\_\_\_\_\_  
\_\_\_\_\_

- B. If necessary, coursework that will be added to reach 160 clock hours (or the equivalent).

\_\_\_\_\_  
\_\_\_\_\_

- C. Please provide a description of the additional pre-service coursework

\_\_\_\_\_  
\_\_\_\_\_

- D. Amount of English Learner coursework that will be provided.

\_\_\_\_\_  
\_\_\_\_\_

- E. Please provide a description of the EL coursework (including, the length of each component).

\_\_\_\_\_  
\_\_\_\_\_

## 2. Enhanced Support Component

- A. Please describe how the program will assure that all assigned on-site support providers are affirmed to hold the same authorization as the intern supported.

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- B. Please describe the current annual average hours of support provided to interns by site level support providers.

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- C. Please describe the types of support that are currently provided.

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- D. Please describe how the program will enhance its current support system. Please provide information about the quantity (in hours annually) and the quality enhancements.

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- E. Please stipulate that the new enhancements do not supplant the current support activities. \_\_\_\_\_

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### 3. Equitable Placement of Interns

- A. Please state how the program plans to work with partnering districts to maintain a ratio of no fewer than one experienced teacher to five interns at the same school site where interns are placed.

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- B. Please provide the methodology used to calculate this ratio for each intern for whom they are requesting enhancement funds.

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- C. Please describe how the program plans, beginning in the second year of the Enhanced Intern Grant, to work with partnering districts to assure that no high priority school will have a higher percentage of teacher interns than the district wide average of teacher interns at a school in that year.

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