

Teacher Assignments Outside Scope of Their Credential**Intent of Policy**

The purpose of this policy is to provide policies and procedures for the voluntary assignment of credentialed teachers to departmentalized classes that are not within the scope of their credential(s). The Board seeks to ensure that teachers assigned to classes outside the scope of their credential possess sufficient knowledge of the curriculum and content to be taught.

Does Not Apply to Emergency Permit Holders

Teachers holding an emergency permit may not be assigned under this policy.

Teacher Consent to Assignment Outside His/Her Credential Authorization

The teacher may not be assigned to a position outside his/her credential authorization unless they first consent to that assignment.

Teacher Assignment to Class Outside His/Her Credential Authorization

In accordance with this policy, any fully-credentialed teacher may be voluntarily assigned to any departmentalized classroom in grades k-8 after the District follows the following procedures for verifying adequate knowledge of the subject.

Subject Matter Assessment Panel

The determination of whether a credentialed teacher possesses sufficient subject-matter competence shall be made by a subject matter assessment panel. Subject matter assessment panels may be convened either at the District or school site level. The subject matter panel shall include individuals who are subject-matter specialists in the subject area of the class in which the teacher will be assigned. The District will ensure that all members of the assessment panel receive training in District policies and procedures.

Subject Matter Specialists

The “subject matter specialists” can be any of the following:

1. Mentor teachers;
2. Curriculum specialists,
3. Resource teachers,
4. Classroom teachers certified to teach a subject,

5. Staff to regional subject matter projects or curriculum institutes; or
6. College faculty.

Subject Matter Assessment

The subject-matter assessment panel shall review evidence of the teacher's knowledge of the subject-matter to be taught including the teacher's ability to teach the appropriate content to the age group of the proposed class.

The assessment process shall include one or more of the following procedures:

1. Observation by subject matter specialists;
2. Oral interviews;
3. Demonstration lessons;
4. Presentation of curricular portfolios; or
5. Written examinations;

Assessment Criteria and Standards

When conducting the assessment, the assessment team will utilize specific criteria and standards to verify the subject-matter knowledge of the teacher.

The criteria shall include, but need not be limited to, evidence of the teacher's knowledge of the subject matter to be taught, including demonstrated knowledge of the curriculum framework for the subject to be taught and the specific content of the course of study for the subject at the grade level to be taught.

Teaching Assignment Valid Only in District

Teaching assignments made pursuant to this policy are only valid in the District. (Ed. Code, § 44258.3.)

Adopted: May 11, 2023