

Certificated Personnel

INTERNS

The district may employ interns as necessary to fulfill the need for sufficient instructional staff and to provide future teachers an opportunity to link teaching theory with practice in order to meet state credentialing requirements. In addition, the district may employ teachers who already possess a preliminary or clear credential and are pursuing a credential in a different specialization as interns for positions that require such other credential.

The district may enter into partnership agreements with one or more approved teacher preparation programs sponsored by colleges or universities and/or may provide a district intern program with approval of the Commission on Teacher Credentialing (CTC). Any intern program in which the district participates shall be aligned with the preconditions and program standards adopted by the CTC.

The Superintendent or designee shall make reasonable efforts to recruit an intern from an approved program within the region whenever a teacher with a preliminary or clear credential is not available for a position requiring certification. (Education Code 44225.7)

The Superintendent or designee shall ensure that any intern employed by the district possesses an appropriate intern credential and is adequately prepared for the responsibilities of the position.

An intern may be assigned to provide the same service as a holder of a regular multiple subject, single subject, or education specialist credential in accordance with the authorizations and grade/age level specified on the intern credential. (Education Code 44454, 44325, 44326, 44830.3)

Terms of employment for interns shall be consistent with law and the district's collective bargaining agreement, as applicable.

Interns shall receive intensive, structured supervision and ongoing support by qualified personnel in order to enhance their instructional skills and knowledge. The Superintendent or designee shall ensure that district staff serving as supervisors, mentor teachers, or other support providers receive appropriate training to fulfill their responsibilities and that they maintain frequent communication with the interns they are assigned to assist.

Interns shall be provided with ongoing feedback regarding their performance and shall be formally evaluated in accordance with Board policy and the district's collective bargaining agreement.

Upon receiving notification from the Superintendent or designee that an intern has successfully completed the program, the Governing Board may recommend to the CTC that the intern be awarded a preliminary credential. (Education Code 44328, 44468, 44830.3)

INTERNS (continued)

The Board shall regularly evaluate the effectiveness of the intern program(s) to determine whether changes are needed in the support and/or assignment of interns. The Board's evaluation shall be based on a report by the Superintendent or designee, including, but not limited to, data on student performance in classes taught by interns, feedback from interns and supervisors, and the number of interns who successfully complete the program and obtain general education or education specialist credentials.

- (cf./4111/4211/4311- Recruitment and Selection)
- (cf. 4112.2 - Certification)
- (cf. 4112.22 – Staff Teaching English Language Learners)
- (cf. 4112.23 – Special Education Staff)
- (cf. 4113 - Assignment)
- (cf. 4112.24 - Teacher Qualifications under the No Child Left Behind Act)
- (cf. 4116 - Probationary/Permanent Status)
- (cf. 4141/4241 – Collective Bargaining Agreement)
- (cf. 4131 - Staff Development)
- (cf. 4131.1 - Teacher Support and Guidance)
- (cf. 4138 - Mentor Teachers)
- (cf. 4115 - Evaluation/Supervision)
- (cf. 0500 – Accountability)

Legal Reference:

EDUCATION CODE

- 300-340 English language education for immigrant children
- 44225 Credentials, responsibilities of Commission on Teacher Credentialing
- 44225.7 Priority for hiring fully prepared teacher
- 44253.3-44253.4 Certificate to provide services to limited-English-proficient students
- 44253.10 Qualifications to provide specially designed academic instruction in English
- 44259 Minimum requirements for teaching credential
- 44314 Diversified or liberal arts program
- 44321 CTC approval of internship programs
- 44325- 44328 District interns
- 44339-44341 Teacher fitness
- 44450-44468 Teacher Education Internship Act of 1967 (university interns)
- 44830.3 Employing district interns
- 44885.5 District interns classified as probationary employees

CODE OF REGULATIONS, TITLE 5

- 6100-6126 No Child Left Behind teacher requirements
- 80021.1 Provisional internship permit
- 80033 Intern teaching credential
- 80055 Internship credential, extension for extenuating circumstances

UNITED STATES CODE, TITLE 20

- 6319 Highly qualified teachers
- 7801 Definitions, highly qualified teacher
- 7801 Note Applicability of federal regulation defining interns as highly qualified teachers

COURT DECISIONS

- Renee v. Duncan, 686 F.3d 1002 (2012)

INTERNS (continued)

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-840 Early Completion Option

SB 2042 Multiple Subject and Single Subject Preliminary Credential Program Standards, rev.
February 2014

Intern Preservice, Support and Supervision Requirements: Preparation to Teach English Learners,
Program Sponsor Alert 13-06, June 3, 2013

Education Specialist Teaching and Other Related Services Credential Program Standards, rev.
May 2013

California Standards for the Teaching Profession, October 2009

Hiring Hierarchy in Education Code 44225.7, Coded Correspondence 13-01, January 30, 2013

Administrator's Assignment Manual, 2008

Preparation of Intern Credential Holders Prior to Service as Teacher of Record as an Intern, Coded
Correspondence 08-03, March 3, 2008

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Improving Teacher Quality State Grants, revised October 4, 2006

WEB SITES

CSBA: <http://www.csba.org>

Commission on Teacher Credentialing, Interns: <http://www.ctc.ca.gov/educator-prep/intern>

U.S. Department of Education: <http://www.ed.gov>

6/98, 12/9/98

3/04) 3/06

10/18/06

11/06

5/9/07

7/07

11/14/07

11/08, 3/11/09

11/16/16

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INTERNS

University Internship Program

The Superintendent or designee shall cooperate with a college or university in the development, implementation, and coordination of the university internship program. (Education Code 44452, 44465, 44467)

The Superintendent or designee may enter into agreements with a college or university for the employment of competent and qualified college or university staff members to supervise and guide interns as they pursue their district responsibilities. (Education Code 44461)

The Superintendent or designee shall seek the assistance of a college or university in coordinating the program for each intern. (Education Code 44465)

Salary payments for the supervision of interns may be made out of district funds and may be met by proportionately reducing the salaries of paid interns. In such cases, no more than eight interns may be supervised by one staff member and the district salary normally paid to interns may be reduced by no more than one-eighth to pay the supervisor's salary. The intern shall not be paid less than the minimum salary required by the state for a regularly certificated teacher. (Education Code 44462)

Before an intern enrolls in any college or university program to renew his/her internship credential, the Superintendent or designee shall counsel with the intern and plan a program for the first and subsequent renewals. (Education Code 44457)

District Internship Program

The Superintendent or designee shall, in consultation with a college or university, develop and implement a professional development plan for the district interns. This plan shall include, but not necessarily be limited to, the components described in Education Code 44830.3, including provisions for mandatory preservice training tailored to the grade level or class to be taught, additional instruction during the first year of service when required, and an annual evaluation of the district intern. (Education Code 44830.3)

Each district intern shall be assisted and guided by either of the following: (Education Code 44326, 44830.3)

1. A certificated employee who possesses valid certification at the same level or the same type of credential as the district intern he/she serves, and who is selected through a competitive process adopted by the Board of Trustees after consultation with the exclusive teacher representative unit

INTERNS (continued)

2. Personnel employed by a college or university to supervise student teachers

The Superintendent or designee shall ensure that appropriate records are maintained, showing the credit earned by each intern. (Education Code 44327)

When a district intern's credential expires, the Superintendent or designee may recommend to the Commission on Teacher Credentialing (CTC) that the credential be extended for one year. (Education Code 44325)

Early Completion Option

An intern may choose an early completion option leading to a five-year preliminary credential by completing the following requirements: (Education Code 44468)

1. Passing the CTC-approved assessment of knowledge of teaching foundations
2. Passing the CTC-approved Teaching Performance Assessment (TPA)
 - a. The intern shall first pass the assessment of teaching foundations described in intern #1 before qualifying to take the TPA.
 - b. The intern may take the TPA only one time as part of the early completion option. An intern who is not successful on the TPA may complete his/her internship program and his/her scores shall be used to provide an individualized professional development plan that emphasizes preparation in areas where additional growth is warranted and waving preparation in areas where the intern has demonstrated competence. The intern shall be required to retake and pass the TPA at the end of the internship in order to be considered for recommendation to the CTC.
3. For interns pursuing a preliminary multiple subjects credential, passing the reading instruction competence assessment described in Education Code 44283
4. Meeting the requirements for teacher fitness as set forth in Education Code 44339, 44340, and 44341
(cf. 4112.2 - Certification)
(cf. 4151/4251 – Employee Compensation)
(cf. 4115 - Evaluation/Supervision)
(cf. 4131 - Staff Development)
(cf. 4138 – Mentor Teachers)
(cf. 4140/4240 – Bargaining Units)
(cf. 4112.6/4212.6/4312.6 – Personnel Files)

3/88 6/95) 10/96
6/11/97, 12/9/98
(6/98 3/04) 3/06, 10/18/06
11/06, 5/9/07, 11/07
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