

Personnel Management and Services
Dr. Magaly C. Abrahante, Chief Personnel Officer

SUBJECT: REQUEST FOR APPROVAL OF INSTRUCTIONAL PERSONNEL ASSIGNED TO TEACH OUT-OF-FIELD IN THE BASIC EDUCATION PROGRAM, EXCEPTIONAL STUDENT EDUCATION PROGRAM, K-12 VOCATIONAL EDUCATION PROGRAM, AND ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAM FOR THE 2002-2003 SCHOOL YEAR, FTE SURVEY 3 (FEBRUARY 3 - 7, 2003)

COMMITTEE: PERSONNEL SERVICES, MEDIA COMMUNICATIONS AND MARKETING

Florida Board of Education Rule 6A-1.0503, Definition of Qualified Instructional Personnel, requires that the School Board approve instructional personnel assigned to teach out-of-field. Although many teachers appearing on the out-of-field report are teaching only one class period out-of-field, Board approval is still required.

Instructional personnel requiring Board approval to teach classes out-of-field are being submitted in the areas of Basic Education, Exceptional Student Education (which includes Gifted Education), K-12 Vocational Education, and ESOL programs. The District, with support from region offices, schools and Information Technology Services, closely monitors out-of-field assignments as well as teachers on such assignments to insure compliance with appropriate certification requirements and timelines. Said requirements and timelines are as follows:

- Individuals assigned to teach out-of-field must complete at least six semester hours of college credit or the equivalent toward the appropriate certification each year. This requirement must be completed within one calendar year from the date of the initial appointment to the out-of-field assignment for the appropriate certification. Additionally, all requirements toward in-field certification must be completed within three years.
- Out-of-field teachers assigned to teach ESOL must complete at least three semester hours of college credit or the equivalent toward the ESOL requirements. This must be completed within the first two calendar years from the date of the initial assignment to a class with limited English proficient students. Additionally, three semester hours or the equivalent must be completed during each year thereafter until all requirements are completed.

Section 1012.42, Florida Statutes (formerly Sections 231.095 and 231.096, Florida Statutes), Teacher Teaching Out-of-Field, requires districts to adopt and implement plans to assist instructors assigned outside their area of certification. To meet this requirement and to assist the district in meeting priority needs in critical staffing areas, Miami-Dade County Public Schools offers Add-On Certification Programs authorized by Florida Board of Education Rule and approved by the Florida Department of Education. These programs provide a mechanism through which teachers can expand their areas or levels of certification in designated instructional areas or add endorsements to their existing professional educator certificates.

Copies of the list of Out-of-Field Teachers FTE Survey 3 for the 2002-2003 School Year will be forwarded to the School Board under separate cover and will be placed on file in the Citizen Information Center, the Office of the Board Recording Secretary, and the School Board Members office, prior to the School Board meeting of February 12, 2003.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, approve the instructional personnel assigned to teach out-of-field in the Basic Education Program, Exceptional Student Education Program, K-12 Vocational Education Program, and English for Speakers of Other Languages (ESOL) Program for the 2002-2003 school year, FTE Survey 3 (February 3 - 7, 2003).

MCA:gpp