

Enid Weisman, Chief Human Capital Officer
Office of Human Capital Management

**SUBJECT: REQUEST FOR APPROVAL OF INSTRUCTIONAL PERSONNEL
ASSIGNED TO TEACH OUT-OF-FIELD FOR THE PERIOD OF
DECEMBER 3, 2013 THROUGH JANUARY 17, 2014**

COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY

**LINK TO STRATEGIC
FRAMEWORK: SCHOOL/DISTRICT LEADERSHIP**

Pursuant to Rule 6A-1.0503(4), FAC, Definition of Qualified Instructional Personnel, the School Board must approve those teachers assigned to teach out-of-field. To ensure that the District receives the highest levels of Florida Education Finance Program (FEFP) funding possible, instructional personnel requiring School Board approval to teach out-of-field is submitted to the Board as a Board Agenda Item.

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 6 semester hours of college credit or 120 inservice points toward in-field compliance each year. For Bachelor's degree level subjects, achievement of a passing score on the appropriate subject area examination earned since July 1, 2002, meets all requirements toward in-field compliance. All requirements toward in-field certification must be completed within three years.
- Out-of-field teachers assigned to teach English to Speakers of Other Languages (ESOL) must complete at least three semester hours of college credit or the equivalent toward the ESOL requirements within the first two calendar years from the date of the initial assignment. Additionally, three semester hours or the equivalent must be completed during each year thereafter until all requirements are completed.

The aforementioned State Board of Education Administrative Rule states that the Board must approve out-of-field teaching assignments prior to the end of the Full-Time Equivalent (FTE) student survey-period for which FEFP funding will be claimed. The FTE Survey period is February 10, 2014 through February 14, 2014, which is after the February School Board meeting. In order to comply with the provisions of the State Board of Education Administrative Rule, it is being requested that the School Board approve those teachers assigned to teach out-of-field for the period of December 3, 2013 through January 17, 2014. The Superintendent shall provide a report to the Board of all instructional out-of-field assignments by February 21, 2014.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, approve instructional personnel assigned to teach out-of-field for the period of December 3, 2013 through January 17, 2014.