

Executive Summary G-6 October 2, 2019

State Board of Education Rule (SBER) 6A-1.0503 Definition of Qualified Instructional Personnel requires newly out-of-field teachers to be approved by the School Board. Teachers on the attached list have been identified as out-of-field for the first time. The following reasons are why a teacher is recommended to be out-of-field:

- Assigned to teach a course for which the teacher does not have a valid certificate in the appropriate area (i.e. certified in social studies but teaching math).
- Assigned a student characteristic for which the teacher does not hold appropriate certification (i.e. ESOL, ASD, gifted, etc.).

The Florida Course Code Directory outlines the appropriate certification areas for all courses, as well as directives on appropriate certification needed based on specific student characteristics. Using this information, the District programmatically identifies out-of-field teachers with the exception of teachers providing services to gifted students. Schools must meet the requirements for delivery of gifted services outlined in the *Gifted Procedural Guide* and submit a list of their teachers providing gifted services to the Innovative Learning Department for vetting. Innovative Learning then provides the names of teachers that do not hold the gifted endorsement to Talent Acquisition & Operations - Instructional.

Out-of-field teachers are mandated to complete training each year until appropriately certified or opt to qualify for the district's Infield Designation Policy, if applicable for the subject area. However, the Collective Bargaining Agreement, Article 4(d), does allow for an employee to be involuntarily assigned for one year or less to a position outside the scope of the employee's certification as determined by the needs of the school. In these situations, the teacher can choose not to complete required training.

The training requirements and timelines are outlined in State Board of Education Rule (SBER) 6A-1.0503 and per the Multicultural Education, Training, Advocacy, Inc. (META). Several reminder notices (minimum of 4) are sent to the teachers to remind them of the training requirement. If a teacher fails to complete the mandated training each year, the teacher can no longer teach the out-of-field area and can never be out-of-field again. Listed below are options for training compliance:

- *Out of field for ESOL*
 - Complete district inservice or college coursework until all five courses are completed, at which time the endorsement must be added to the certificate. A teacher has six years to complete requirements (per META timeline); or,
 - Pass the ESOL Subject Area Exam and, within three years, complete two college/in-service courses.
- *Out-of-field for Reading or Gifted*
 - Complete district inservice or college coursework until all five courses are completed, at which time the endorsement must be added to the certificate. A teacher has three years to complete requirements.
 - New for Gifted: teachers may opt to qualify for the district's Infield Designation Policy.
- Out-of-field for all other areas
 - Take at least six semester hours of college coursework towards certification each year; or
 - Pass the Florida Subject Area Exam, if available; or
 - New: Qualify for the district's Infield Designation Policy, if applicable.

The out-of-field teachers have been advised of the need for state-mandated training and have been provided information on completing requirements. Professional development for ESOL, Gifted, and Reading is provided by the district. In addition, teachers are eligible to be reimbursed for passing a Florida Teacher Certification Exam and/or for completing required courses that result in adding a subject area to their certificate. Teachers that do not comply with training will not be able to continue in the out-of-field assignment.

A total of 697 teachers have been identified as out-of-field. The previous year (October 2018), 712 teachers were identified as out-of-field. Below are some of the reasons teachers have been placed out-of-field:

1. Last year the Florida Course Code Directory updated the requirements for teachers assigned ESE core (math, English, science, social sciences, etc.) ACCESS courses. These teachers are now required to hold certification in

ESE and in the core subject area they are assigned, or ESE and elementary education. (i.e. a teacher assigned access English 1 must be certified in ESE and English or ESE and Elementary; teacher assigned both ACCESS and general education courses at the elementary level needs to be certified in both ESE and Elementary).

2. Exceptional Student Education teachers are assigned an elective to their ESE students, which requires certification in the specific subject area (i.e. ESE teacher teaching art to ESE students).
3. Teachers assigned students identified as having autism spectrum disorders (ASD) are required to have the ASD endorsement on their certificate in addition to ESE certification. If the ASD students are assigned general education courses, then the teacher must additionally be certified in elementary education.
4. Teachers are certified in a related area but not in the specific area they are assigned to teach. For example: certified in middle grades English 5-9 and out-of-field for English 6-12; certified in chemistry and out-of-field for physics or biology; certified in Prekindergarten/Primary (age 3 to grade 3) but teaching 4th or 5th grade.
5. There is a lack of candidates available in the “specialty” areas (i.e. STEM, technology, media specialist, drama, art, etc.).
6. Teachers assigned the primary English/language arts/reading class (this includes ESE and elementary teachers) to limited English proficient students are required to have the ESOL endorsement on their certificate as per the META Consent Decree.
7. Schools that have assigned teachers to provide instruction to gifted students must select a gifted certified teacher or a teacher that agrees to complete the gifted courses. The principal designates a qualified teacher as the Local Education Agency (LEA) representative. The LEA must have a working knowledge of the Policies and Procedures for the Provision of Specially Designed Instruction and Related Services for Exceptional Students. The Innovative Learning Department provides meetings and trainings pertaining to gifted education to identified individuals. Additionally, teacher competencies for working successfully with gifted students are correlated with the state-approved professional development programs and the courses in rule 6A4.01791, F.A.C. This rule establishes requirements for a teacher of the gifted to align with the content of the course and requires completion of five courses for a total of 15 semester hours. The teacher must complete at least two courses each year to remain in compliance and be eligible to continue to provide services to gifted students. If the teacher fails to complete at least two courses, the teacher can no longer provide gifted services. This training is available at no cost to teachers via the district’s inservice training program for obtaining the gifted endorsement. The following are the required courses:
 - Nature and Needs of Gifted Students
 - Curriculum and Instructional Strategies for the Gifted
 - Guidance and Counseling for the Gifted
 - Education of Special Populations of Gifted Students
 - Theory and Development of Creativity

There are 176 newly identified teachers being recommended out-of-field for gifted. Listed below is a summary of where the teachers are with the training:

# of courses needed/remaining	Status
0	21 teachers have completed all 5 courses and must add it to their certificate to be considered in field.
1	12 teachers have completed 4 courses. The remaining course will be completed by the end of this school year
2	19 teachers have completed 3 courses. The remaining 2 courses should be completed by the end of this school year.
3	18 teachers have completed 2 courses. Two additional courses should be completed by the end of this school year and the remaining course the following year.

4	33 teachers have completed 1 course. Two courses should be completed by the end of this school year and the remaining two courses the following year
5	73 teachers have not completed any courses. These teachers must complete 2 courses by the end of this year (2019); an additional 2 by June 2020 and the remaining course by June 2021.

8. There are not enough courses being offered to hire a full-time teacher; therefore, the periods are covered by a teacher on staff that does not hold the appropriate certification.
9. Colleges of Education have shown a 35% decrease in enrollment. This, coupled with a decrease in the number of candidates applying to be educators, has profoundly impacted the number of certified teachers available to teach all subject areas. The shortage has required principals to assign teachers' out-of-field to ensure that all classrooms are covered by a certified teacher.

SUBJECTS OUT-OF-FIELD

Subject	October 2019 Number of Teachers	October 2018 Number of Teachers
Art	11	3
Business Education	2	0
Drama	2	1
Educational Media Specialist	5	4
Elementary	111	226
English	35	45
ESE	18	19
ESOL	260	215
Gifted	176	114
Health	7	1
Mathematics	19	25
Music	2	2
Physical Education K-12	2	1
Prekindergarten Primary	16	25
Reading	19	29
Science	63	46
Social Science	18	10
Technology Education	6	0
World Language	4	4