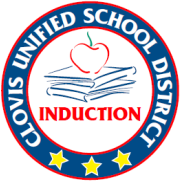


CUSD INDUCTION
EARLY COMPLETION OPTION



EARLY COMPLETION OPTION CRITERIA

Senate Bill 57 (Scott) was designed to allow eligible individuals to complete an induction program at a faster pace than the two years generally required to complete all requirements. Early Completion Option (ECO) Participating Teachers have the opportunity to complete the induction program in one year. This option is available to **experienced, exceptional** candidates who meet the eligibility criteria listed below and demonstrate the knowledge, skills, abilities, and competencies required of all teacher candidates who complete the full-length program. All candidates are informed of the ECO at the time of enrollment in the program. Eligible teachers must apply for this **option by 4:00 p.m. on September 13, 2023.**

ELIGIBILITY

To be eligible for ECO, candidates must:

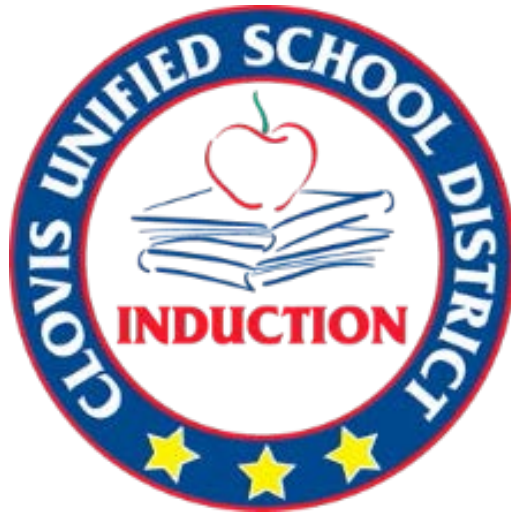
- Hold a Preliminary Multiple, Single Subject, or Education Specialist Teaching credential and be employed in a California school and have passed the RICA and their TPA's as applicable.
- Provide evidence of two years of prior successful teaching experience as the teacher of record in a Preschool – Grade 12 teaching assignment.
- Verification of teaching experience including rigorous positive evaluations from current and past site administrators.
- Have written recommendation from a current Site or District Administrator attesting to candidate's appropriateness for early completion.

(Candidates clearing dual credentials are not eligible for ECO.)

APPLICATION PROCESS

1. Participating Teachers must submit a completed application packet to Phil Smith, Lead Instructional Coach, Induction **by 4:00 p.m. on September 13, 2023** which includes:
 - **Cover Letter**
 - A well-written one-page rationale explaining how you meet the criteria for ECO. The rationale should reflect on your exemplary practice, attitudes, professionalism, and commitment to teaching aligned with the California Standards for the Teaching Profession.
 - **Early Completion Option Application completed by candidate**
 - **Two formal evaluations from two separate years (2022.23 SY & 2021.22 SY)**
 - By current or prior site administrator for whom you have demonstrated successful teaching practices. Evaluations must be from a site administrator. Though evaluations can be completed by current site administrators, they must be from prior years. Evaluations completed for the current school year (2023.24) are not applicable.
2. **Early Completion Option Administrator Recommendation, Pg. 3 (emailed/mailed directly to Phil Smith- this portion of the packet SHALL NOT be included with the other sections)**
 - Completed by current site administrator
 - Attest to the appropriateness of your placement in the Early Completion Option
3. **Video submission of a standards-based lesson taught by the PT from the 2023.24 SY (attach the related lesson plan)**

If an ECO Participating Teacher (PT) is not successfully progressing on pace for early completion of the program, or if the PT fails to demonstrate skills and abilities on a level expected of, and consistent with an early completion candidate, adjustments will be made as deemed necessary and appropriate by Induction Program Leadership. If necessary, the candidate will be placed in the regular full-length induction program.



Early Completion Option Application Packet

- Cover Letter
- Early Completion Option Application
- Two Formal Teacher Performance Evaluations from two separate years
- Early Completion Option Administrator Recommendation
- Lesson Video with Lesson Plan

Name _____



Early Completion Option APPLICATION

Name _____
First Middle Initial Last

School: _____ Grade/Subject _____

Previous Teaching Experience

How many years of previous teaching experience as the **teacher of record** do you have? _____ (Substitute teaching may not be counted.)

- School(s)/District(s): _____ Public or Private School Teaching Assignment (Grade/Subj.) _____ Dates: _____
1. _____
2. _____

Under what certification did you teach?

___ Internship - University: _____ ___ Preliminary Multiple/Single Subject or Education Specialist Credential
___ Short Term Staff Permit - District: _____ ___ Out of State - Credential Type: _____
___ Provisional Internship Permit - District: _____ ___ Out of Country - Credential Type: _____

Evaluation/Administrator Recommendation

You must have two positive evaluations from two separate years by an Administrator who has observed you formally a minimum of four times and for whom you have demonstrated successful teaching practices. This might be your current Administrator or a previous one.

___ Attach copies of two formal evaluations from two separate years documenting successful teaching practices.

You must also have written recommendation from your current Administrator, attesting to the appropriateness of your placement in the Early Completion Option.

___ Give the attached Administrator Recommendation form to your current site Administrator. If your current Administrator has not formally observed you at least four times, you may also ask a previous Administrator to complete a second copy of this form as well.

The Early Completion Option Application along with Cover Letter, two Formal Evaluations from two separate years, Administrator Recommendation, and Lesson Video are due to the Induction Office by September 13, 2023.

Preliminary Credential

(this section to be completed by Induction staff)

___ Prel. Multiple Subject **OR** ___ Prel. Single Subject Date Issued _____ Date Expires _____
___ Out of State ___ Out of Country

___ Education Specialist Level I Date Issued _____ Date Expires _____

___ Prel. Education Specialist Instruction Date Issued _____ Date Expires _____

___ Designated Subjects: Vocational/Adult Education or Career Tech Ed Date Issued _____ Date Expires _____

Office Use Only

___ This candidate has been approved to participate in the Early Completion Option of the CUSD Induction program.

___ This candidate has not been approved to participate in the Early Completion Option of the CUSD Induction program due to the following reason(s): _____

Induction Program Leadership: _____ Date: _____



Early Completion Option Administrator Recommendation

Senate Bill 57 (Scott) was designed to allow eligible individuals to complete an induction program at a faster pace than the full two years generally required to complete all requirements. Early Completion Option participants have the opportunity to complete the program in one year. This option is available to **experienced** and **exceptional** candidates. In order to be recommended for a clear credential, teachers must demonstrate the knowledge, skills, abilities, and competencies required of all teacher candidates who complete the full induction program.

The following teacher is requesting the Early Completion Option:

Candidate's Name _____ School _____

Administrator's Name _____ Date _____

Position _____ School _____

EVALUATION

I have formally observed this candidate _____ times. *NOTE: Administrator should have observed the candidate a minimum of **four** times in order to effectively complete the evaluation table below. If not, skip this section and complete the Recommendation section below.*

Please mark the appropriate column that best describes this candidate's skills and abilities:

California Standards for the Teaching Profession	Experienced			Exceptional	
	Emerging*	Exploring*	Applying	Integrating	Innovating
1. Engaging and Supporting All Students in Learning					
2. Creating and Maintaining Effective Environments for Student Learning					
3. Making Subject Matter Comprehensible to All Students					
4. Planning Instruction and Designing Learning Experiences for All Students					
5. Assessing Students for Learning					
6. Developing as a Professional Educator					

*** Markings in these columns will eliminate the teacher from eligibility for the Early Completion Option.**

RECOMMENDATION

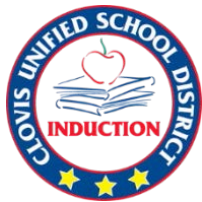
This section **must be completed by the current Site Administrator** even if the above chart was not completed because the Administrator has not had the opportunity to formally observe this candidate four times. The candidate may also ask a previous Administrator who has observed the candidate twice to complete an additional copy of this form.

___ I recommend this candidate for the Early Completion Option of the CUSD Induction program. This teacher has demonstrated exceptional qualities through previous experience as a teacher of record.

___ I do NOT recommend this candidate for the Early Completion Option at this time.

Please **briefly explain** your recommendation:

Signature of Administrator _____



Clovis Unified School District Induction Program

EARLY COMPLETION OPTION INDUCTION PACING GUIDE 2023-2024

Program Requirements	Tools	Complete by
Induction Program Orientation & MOU	Google Classroom Sign and "Turn in"	August September Portfolio Check September 20
CSTP Self-Assessment	Google Classroom Add name & date, complete initial column, and "Turn in"	
Individual Learning Plan #1 Initial	Individual Learning Plan	
Class Profile	Google Classroom Complete and "Turn in"	
Minimum Number of Weekly Minutes (180)	Time Logs - Interactions	
Triad of Support Conference	Google Classroom	October Portfolio Check October 18
Informal Observation #1	Collaborative Assessment Log	
Inquiry #1- Pre-Instruction Student Data Analysis	Analyzing Student Learning *BEGIN Coaching Cycle #1	
Inquiry #1- Research & Analysis	Inquiry Research & Analysis Complete Part 1	
Individual Learning Plan #1 Mid-Year Update	Individual Learning Plan Select Mid-Year and Update	
Minimum Number of Weekly Minutes (420)	Time Logs - Interactions	
Formal Observation #1	Observation Cycle Include in Coaching Cycle #1 (Add Tools: Pre-Observation, Observation, and Post-Observation)	November December Portfolio Check December 13
Peer Observation #1	Focused Teacher Observation	
Inquiry #1-Post-Instruction Student Data Analysis	Analyzing Student Learning Include in Coaching Cycle #1	
Inquiry #1- Research & Analysis	Inquiry Research & Analysis Complete Part 2	
Individual Learning Plan #1 End-of-Year Update	Individual Learning Plan Select End-of-Year and Update	
Minimum Number of Weekly Minutes (840)	Time Logs - Interactions	
Individual Learning Plan #2 Initial	Individual Learning Plan	January February Portfolio Check February 14
Informal Observation #2	Collaborative Assessment Log	
Inquiry #2-Analysis of Student Work Pre-Instruction	Analyzing Student Learning *BEGIN Coaching Cycle #2	
Inquiry #2- Research & Analysis	Inquiry Research & Analysis Complete Part 1	
Minimum Number of Weekly Minutes (1,260)	Time Logs - Interactions	
Formal Observation #2	Observation Cycle Include in Coaching Cycle #2 (Add Tools: Pre-Observation, Observation, and Post-Observation)	March Portfolio Check March 20
Peer Observation #2 or Collaboration Conversation	Focused Teacher Observation	
Individual Learning Plan #2 Mid-Year Update	Individual Learning Plan Select Mid-Year and Update	
Minimum Number of Weekly Minutes (1,560)	Time Logs - Interactions	
Inquiry #2-Post-Instruction Student Data Analysis	Analyzing Student Learning Include in Coaching Cycle #2	April Portfolio Check May 1
Inquiry #2 - Research & Analysis	Inquiry Research & Analysis Complete Part 2	
Individual Learning Plan #2 End-of-Year Update	Individual Learning Plan Select End-of-Year and Update	
CSTP Self-Assessment End-of-Year Update	Google Classroom Add date, complete final column, and "Turn in"	
Minimum Number of Weekly Minutes (1,800)	Time Logs - Interactions	

