



May 29, 2018

To: County Superintendents, District Superintendents, Chief Business Officers (CBO's), Assistant Superintendents, and Directors

From: Karen Ricketts, Executive Director

Re: North Coast School of Education (NCSOE)

Sonoma County Office of Education, as the Local Education Agency (LEA) for the NCSOE, is committed to providing relevant teacher induction, administrative programs and intern credential services throughout the region.

Districts continue to navigate the current teacher and administrative shortages and substantial retirements in the educational field. The following information may be helpful in planning your preliminary budgets, Local Control Accountability Plan (LCAP) and Professional Development Plan with regards to California Teacher Induction, Administrative Programs and Intern Support/Supervision for your newly hired administrators and teachers.

### **Teacher Induction**

The North Coast Teacher Induction Program (NCTIP) assists schools and districts in providing Teacher Induction that meets both program and credentialing standards for the state of California. NCTIP provides credentialed teachers with a specifically designed, standards-based professional development series, mentoring and coaching, credentialing services, and technical assistance aligned to the California Standards for the Teaching Profession (CSTP). New teachers design an Individualized Learning Plan (ILP) aligned with district goals and work closely with a Mentor and site administrator who offer "just-in-time" coaching and longer-term analysis of teaching practice to help new teachers develop enduring professional skills.

### **Intern Program**

The Be-A-Teacher (BAT) Intern Program is an alternative pathway to acquiring a teaching credential that prepares candidates to become teachers for elementary, middle, high school and special education classrooms. Candidates begin with Pre-service modules leading to an Intern Credential, are employed and paid by the school district, are the "Teacher of Record" for their classrooms, work closely with a Practicum Supervisor, Mentor, and attend evening classes in a cohort model. Upon successful completion of the Intern Program and credential requirements, candidates will be recommended for a California Preliminary Credential.

### **Administrative Programs**

Two state accredited programs are offered through NCSOE – Preliminary Administrative Services Credential Program (PASC) is designed to prepare future exemplary leaders in educational leadership. Candidates attend courses aligned to the California Professional Standards for Educational Leaders (CPSEL), complete fieldwork and work closely with a Faculty Mentor. The Administrative Induction Program (AIP) is designed to provide new administrators with the opportunity to clear their Preliminary Administrative Services Credential through a job-embedded induction experience. Candidates pay tuition and complete differentiated professional development, design Individualized Induction Plans (IIP) and network professionally through collaborative learning communities.

### LCAP State Priority 1

As you work with local community groups and stakeholders to revisit your LCAP goals, the details below may be helpful in planning ahead for services, support and supervision for new administrators, teachers, interns and permit holders in order for them to be supported in your classrooms and obtain credentials. Teacher induction goals and intern support align with several areas of the LCAP and most closely connect with *Priority 1: Conditions of Learning* - "Basic degree to which teachers are appropriately assigned pursuant to Education Code section 44258.9, and fully credentialed in the subject areas and for the pupils they are teaching."

### Fee for Service

NCSOE operates as a "fee for service" model. This model continues to provide increased access to quality induction and support for districts that are employing new teachers in the region.

Districts will be responsible for the total fee-for-service, at \$3,500 per teacher induction candidate and \$2,500 per intern or permit candidate. For example, if "District X" hires 2 new teachers and 1 intern in 2018-2019, the cost to the district would be \$9,500 (2 X \$3,500 plus 1 X \$2,500). Your district will be invoiced in November 2018 depending on the number of induction candidates and interns enrolled in the programs.

NCSOE will fund the cost of each induction mentor stipend at \$1,250 and each intern mentor stipend at \$800.00. The program also pays a stipend for District Coordination at a pay rate of \$100.00 per candidate and intern served for 2018-2019. These funds will be sent to districts in March 2019.

Regional Fee-for-Service Structure	Teacher Induction	Intern Support and Supervision
Annual Program Costs per induction candidate and intern - inclusive of Mentor stipends.	\$3,500.00	\$2,500.00

As teacher/administrative induction and intern programs throughout the state continue to transition, we find our programs to increasingly be ones that are sought after for quality services. And while we recognize that you may not know if you will have new teachers next year, it is important to secure general commitments for planning purposes. To ensure that your district is afforded the benefits of our programs without a disruption in services, please return a signed copy of the attached Memorandum of Understanding (MOU) by **June 30, 2018**.

Please let me know if I can be of service to you with your planning and staffing. In the months to come, I will continue to work with you in preparing high quality teachers for every student in all of our classrooms. Feel free to contact me at any time and thanks for all you do to support student achievement and teacher success.

Sincerely,

Karen Ricketts  
Executive Director

cc Steven D. Herrington, Ph.D., Sonoma County Superintendent of Schools  
John Laughlin, Associate Superintendent-Human Resources