

Contra Costa County Office of Education

TEACHER INDUCTION

Dear CCCOE Teacher Induction Program Level I Education Specialist Participating Teachers and Mentors,

Thank you for attending the Education Specialist Advisement Meeting. As a follow up to our advisement meeting, below is a summary of important details regarding the clearing of credentials as well as the requirements for such. Please read below for this information and do not hesitate to contact Cathy Rice should you have additional comments or questions.

1. **Know your credential.** The process of obtaining your Clear Education Specialist credential is based upon the credential you are holding at this time. If you are still unsure whether you hold a Preliminary or a Level I credential you may do one of the following:
 - Look up your credential on the CTC website.
 - Consult with your district's Human Resources department.
 - Email CCCOE Teacher Induction Program Coordinators: Debbie Sioui dsiou@cccocoe.k12.ca.us
Charise Calone ccalone@cccocoe.k12.ca.us
2. **For each of your two years of Teacher Induction**, Level I Education Specialist candidates need to attend the advisement meeting, complete an Individual Induction Plan, complete the Formative Assessment Process with a mentor with an Action Plan that is based on Special Education, complete 12 hours of professional development and submit **three** current research reflections logs, signed by teacher and mentor.
3. **All candidates with Level I Education Specialist credentials are required to complete the Competency Requirements for the specific credential held (for ex. Mild/Moderate or Moderate/Severe).** You have two years to complete all the Competency Requirements.
4. **Level I Health Education requirements:** You may satisfy this requirement through a course at a university, by holding a Multiple Subject or Single Subject Preliminary, Education Specialist Preliminary, or Ryan Clear Credential, or by attending the Health Education CCCOE After-School Seminar offered through the CCCOE Teacher Induction Program.
5. The folder you received at the advisement meeting is the place to store a copy of your Individual Induction Plan (the grey document), and your current research log. You will store your competency requirements work in the manila folder.
6. Your Individual Induction Plan must be signed by you **and** your district's Teacher Induction coordinator. A copy then will be submitted to CCCOE Teacher Induction Program Coordinator Debbie Sioui or Charise Calone **by October 31st** of the current school year. Your coordinator will send the signed copy to the CCCOE Teacher Induction Program office.

Cathy Rice
CCCOE Teacher Induction Program Special Education Liaison
crice@cccocoe.k12.ca.us
(925) 262-7645

Level I Education Specialist Induction Program Components

Individual Advisement Meeting at the Beginning of the Year:

- Each Level I Education Specialist teacher shall design an Individual Induction Plan for professional development and advanced study to clear their Preliminary Credential(s).

Formative Assessment Process with a Mentor:

- The Induction program is characterized by a depth of experience that challenges the Education Specialist fostering critical reflection, extending understanding and allows for meaningful integration of theory and practice.
- The participant should reflect on their preliminary teacher preparation and design a thoughtful, specific emphasis from a menu of options.
- The specific induction emphasis should detail inquiry-based methodology and reflective practice.

Professional Development:

- Each participant should select appropriate professional development and/or preparation program-based coursework to expand his/her skills as an Education Specialist from the menu of options offered by the Clear Credential Preparation Program and the employing school district.
- These skills should be designed to enhance the participant's teaching abilities for the current teaching assignment.
- In addition, each Level I Education Specialist will be provided with opportunities to complete advanced professional development in areas such as: case management, advocacy, consultation and collaboration, co-teaching, professional learning community participation and school-wide positive behavior support relevant to employment.

Current Research Reflections Log:

- Level I Education Specialists shall demonstrate that they are a consumer of research, i.e., current issues, trends, journal articles, evidence-based research in the field, current legal issues, and that they are capable of advanced-level data driven instruction.

TEACHER INDUCTION

CCCOE Teacher Induction Program Level I Education Specialist Credential Requirements

1. Complete the CCCOE Teacher Induction Program as described in the Program Handbook.
2. Participate in an Advisement Meeting in September to develop an Individual Induction Plan (each year).
3. Complete a reflections log on current research, issues and trends, evidence based practices and current legal issues (each year) – this is turned in at the end of the year in your folder at your district colloquium.
4. Demonstrate evidence of implementation of the competency requirements for the specific credential specialization held and these documents are due March 31st of the current school year.