

PROBATIONARY/PERMANENT STATUS

A. Purpose and Scope

To provide guidance and direction for District personnel regarding the status, assignment, training, assistance and evaluation of probationary certificated employees.

B. General

Probationary Status

Probationary employees shall receive training, assistance and evaluations consistent with their needs as new teachers. Such training and assistance may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of strength and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff development program.

The performance of each probationary employee shall be evaluated and assessed at least once every school year.

Permanent Status

Granting of permanent status shall be based on completion of the probationary period in accordance with applicable law. Employees granted permanent status acquire specific rights under the Education Code, including those relating to discipline and dismissal. (Education Code 44930-44988)

C. Forms Used and Additional References

1. Observation Forms
2. Evaluation Forms

D. Procedure

1. Upon assignment to a school, a probationary certificated employee shall receive assurance that his/her potential need for training, assistance and evaluation is recognized. (Education Code 35160.5)

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2. Probationary employees shall receive training, assistance and evaluations consistent with their needs as new teachers and shall be given the opportunity to increase their competency as teachers through the district's staff development program. Such training and assistance may consist of inservice training and/or meetings with the employee's evaluator to discuss areas of excellence and areas requiring improvement. Inservice training may be provided during school hours as part of a comprehensive staff training program.
3. The performance of each probationary employee shall be evaluated and assessed on a continuing basis, at least once every school year. Evaluations will recognize potential special needs of probationary employees.
4. Permanent Status (Districts of 250 ADA or more)
A probationary teacher who has been employed by the district for two complete consecutive school years and is then rehired for the next succeeding school year shall become a permanent employee at the beginning of the third year. (Education Code 44929.21)

Permanency Achieved in Other Districts

A person who has achieved permanent status as a certificated employee in another school district may be employed by the Board as a permanent certificated employee. (Education Code 44929.28)

5. District Interns
 - a. A person employed as a district intern shall be classified as a probationary employee. (Education Code 44885.5)
 - b. After the district intern has successfully completed his/her internship and met the Board's criteria for a qualified teacher, the Board shall recommend to the Commission on Teacher Credentialing that the intern be awarded clear teaching credentials. (Education Code 44328)
 - c. Permanent status shall be granted to persons who have successfully completed their internship when they are rehired after having served the district with clear credentials for one year beyond the duration of their service as an intern. (Education Code 44885.5 and 44929.24)

E. Reports Required

PROBATIONARY/PERMANENT STATUS (Continued)

Observations and Final Evaluation

F. Record Retention

Observations and Evaluations reports are maintained in employees personnel file

G. Responsible Administrative Unit

Human Resources

H. Approved By

Associate Superintendent for Human Resources

TUSD Acknowledged: 2/25/97

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