

Certificated Personnel

Assignment

In order to serve the best interests of students and the educational program, the Board of Education respects the importance of assigning teachers in accordance with law. The Board of Education authorizes the Superintendent or designee to assign certificated personnel to positions for which their preparation, certification, experience and aptitude qualify them and may assign them outside the scope of their certificates or fields of study only as allowed by law. In accordance with the collective bargaining agreement, teachers may be assigned to any school within the District. (cf. 4112.2-Certification) (cf. 4112.8 - Employment of Relatives)

Assignment to Courses/Classes

The Superintendent or designee shall assign teachers based on the grade level and subject matter authorized by their credentials.

When there is no credential authorization requirement for teaching an elective course, the Superintendent or designee shall select the credentialed teacher whose knowledge and skills best prepare the teacher to provide instruction in that subject.

When specifically authorized by law or regulation, the Superintendent or designee may, with the teacher's consent, assign a teacher to a position outside the teacher's credential authorization in accordance with the local teaching assignment options described in the Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual. Such assignments shall be annually approved by Board resolution. In such cases, the Superintendent or designee shall reference in District records the statute or regulation under which the assignment is authorized.

Review of Teacher Assignments and Vacant Positions

Annually, the District shall review potential teacher misassignments and vacant positions throughout the District. Upon receiving notification from the CTC of the availability of data regarding potential misassignments and vacant positions in the District, the Superintendent shall review the data within 60 days. When necessary, the Superintendent or designee may respond by submitting additional documentation to the County Superintendent showing that an employee is legally authorized for an assignment and/or that a position identified as vacant was miscoded and a legally authorized employee is assigned to the position. (Education Code 44258.9)

If the District subsequently receives, within 90 days of the CTC's initial notification, a notification from the County Superintendent indicating that a certificated employee in the District is assigned to a position for which the employee has no legal authorization, the District shall correct the assignment within 30 calendar days. (Education Code 44258.9)

Charter School Teacher Assignments

The District shall serve as the monitoring authority for teacher assignments in any charter school it has authorized, in accordance with Education Code 44258.9-44258.10.

Legal Reference

GOVERNMENT CODE

- 35035 Additional powers and duties of superintendent
- 37616 Assignment of teachers to year-round schools
- 44225.6 Commission report to the legislature re: teachers
- 44250-44277 Credentials and assignments of teachers
- 44314 Subject matter programs, approved subjects
- 44955 Reduction in number of employees

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5

- 80003-80005 Credential authorizations
- 80020-80020.5 Additional assignment authorizations
- 80335 Performance of unauthorized professional services
- 80339-80339.6 Unauthorized certificated employee assignment

Adopted: (7-88 11-93 6-06) 10-20

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California