

VCUSD Teacher Induction Program

Grievance Process

Participating teachers and/or induction coaches must adhere to the following process regarding concerns related to the VCUSD Teacher Induction Program:

Requests for change in Induction Coach assignment:

1. Discuss concerns with your induction coach in an effort to resolve the issue in good faith.
2. If resolution is not achieved, contact the Induction Program coordinator to discuss concern.
3. Submit the **Request for Change in Induction Coach Assignment** form (if applicable).
4. Meet with the Induction Program coordinator and induction coach in an effort to resolve the issue in good faith.
5. If resolution is not achieved, a change in induction coach assignment may occur and/or Induction Program coordinator may bring concern to the Induction Program leadership team for possible action/solution.

Concerns or Issues regarding the Induction Program:

1. Discuss concerns with your induction coach in an effort to resolve the issue in good faith.
2. If resolution is not achieved, contact the Induction Program staff to discuss concern.
3. Meet with the Induction Program coordinator and induction coach in an effort to resolve the issue in good faith.
4. If resolution is not achieved, the Induction Program coordinator will bring concern to the VCUSD Induction Program leadership team for possible action/solution. The participating teacher may or may not be required to attend the Induction Program Leadership Team meeting depending on the issue.
5. If resolution is not achieved, participating teachers may utilize the VCUSD Uniform Complaint Procedure available to all VCUSD employees to seek further resolution.

Concerns or Issues regarding the Exit Interview and Credential Recommendation:

All participating teachers must successfully complete an exit interview at the conclusion of the Induction Program. This process is designed to allow each participating teacher to share their individual growth along the Continuum for the Teaching Practice through the course of the Induction Program.

This process requires:

1. Candidates present evidence of growth to the exit interview panel members from their ILP. Evidence is recorded based on the California Standards for the Teaching Profession (CSTPs) and the Continuum of the Teaching Practice (CTP) using the VCUSD Exit Interview Rubric.
2. If the participating teacher does not receive a passing score following the first exit interview, they will:
 - Review the rubric and panel notes from the initial exit interview to identify additional evidence of growth.
 - Conference with induction leadership to collaborate on panel questions.

VCUSD Teacher Induction Program Grievance Process (Cont.)

3. If the participating teacher does not receive a passing score following the second exit interview, there are two options:
 - The participating teacher may file a grievance and appeal the decision (see the Grievance Form).
 - If still employed in VCUSD, the participating teacher may choose to continue in the Induction Program for an additional year or semester at their own expense as outlined in the candidate application. An intervention plan with an identified timeline for progress monitoring meetings will be developed between induction leadership, induction coach, and participating teacher if this option is chosen.
4. Recommendation for the California clear teaching credential: All recommendations for a California clear teaching credential are provided solely by the VCUSD credential analyst working in accordance with induction leadership.
5. If resolution is not achieved, the candidate may utilize the VCUSD Uniform Complaint Procedure available to all VCUSD employees to seek further resolution.