

Out-of-Field Agreement - Charter Schools

Section I

Loc#		Loc Name		Date	
Last Name		First Name		SSN	

Section II

I recommend the above employee to teach:

Course Code
Numbers

Course Title

Justification for Out-of-Field Subjects: (Not needed for out-of-field placement in ESOL, Gifted, or Reading)

**Out of Field For Student
Characteristic(s)**

**NOTE: The only ESOL
submitted on an Out-of-
Field Agreement is
Category I.**

**Verify acceptable certification(s) for assigned
courses by reviewing the Florida Course Code
Directory (CCD) at:**
<https://www.fldoe.org/policy/articulation/ccd/>
prior to submitting an Out-Of-Field Agreement.

Out-of-Filed Date

Current Area(s) of Certification

**Attach a copy of the teacher's Florida
Department of Education certificate or
Statement of Status of Eligibility to this form.**

Section III

If I am out-of-field for ESOL, I agree to complete my ESOL training according to the Multicultural Education Training Agreement (META) timeline and add esol endorsement if completing the required 5 courses outlined under ESOL Category 1.

If I am out-of-field for Gifted or Reading, I agree to complete six (6) semester hours of college credit or 120 in-service points in the out-of-field area by April of each school year until the 5 required courses are completed and the endorsement is added to FLDOE certificate.

If I am out-of-field in any other area(s), I agree to pass the appropriate FL Subject Area Exam by April of the school year in which identified as out-of-field for assignment.

Teacher's Signature

Date

I have verified that the above teacher holds a valid Florida Department of Education certificate and have attached a copy of the certificate to this Agreement prior to submission for the Charter School Governing Board representative's signature. I also understand that the principal must monitor the teacher's out-of-field training progress to ensure the teacher is within state-mandated out-of-field training requirements.

Principal's Signature

Date

Section IV

Approval

Charter School Governing Board Representative

Date