

Purpose of Early Completion Option (ECO)

The Early Completion Option (ECO) provides a process and structure for **experienced** and **exceptional** individuals to complete the Induction Program in one year.

To be considered for the ECO program, each candidate must meet the eligibility requirements, receive district approval, and successfully complete the application process.

Eligibility

Each ECO candidate must:

- Hold a current California Preliminary Credential in General Education Multiple/ Single Subject or Education Specialist Credential; and
- Be employed as the teacher of record in an Early Childhood/TK-12 teaching assignment; and
- Be employed in a district that has a current District Agreement with the TCOE Teacher Induction Program; and
- Be approved for consideration as an ECO candidate by the employing district (indicated by the signature on the application by the Site Administrator); and
- Complete the required application; and
- Provide formal evaluations as evidence of previous successful teaching experience which supports the designated experienced and exceptional status; and
- Must fall into one of the following descriptions:
 - Be an “experienced and exceptional” graduate of a two-year Intern Program, teaching both school years with an Intern Credential that culminated in a California Preliminary Credential and must provide an explanation for the recommendation by the Intern Program and Site Administrator;

Please note that emergency permit holders, although experienced, are not eligible for the Early Completion Option.

- Have three or more years of successful teaching experience (with a current Preliminary Credential) in an accredited private school and provide a letter of recommendation by the Site Administrator; or
- Have three or more years of successful teaching (with a current Preliminary Credential) in an accredited school in another state or country and provide a letter of recommendation by the Site Administrator.

Early Completion Option (ECO) Criteria

Tulare County Office of Education Teacher Induction Program Senate Bill 57

SB57 (Chapter 269, Scott) is legislation that provides experienced and exceptional candidates the opportunity to complete a Commission-approved induction program at an accelerated pace than the full two years required to complete induction.

Teacher Induction

The Teacher Induction Standards govern the program for Preliminary Multiple and Single Subject and Education Specialist teachers to complete to earn a Clear Teaching Credential.

Preconditions for Teacher Induction Program

1. Each Induction Program must be designed to provide a two-year, individualized; job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.
2. The Induction Program must identify and assign a mentor to each participating teacher within the first 30 days of the participant's enrollment in the program, matching the mentor and candidate according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.
3. Each Induction Program must assure that each participating teacher receives an average of not less than one hour per week of individualized support/ mentoring coordinated and/or provided by the mentor.
4. Goals for each participating teacher must be developed within the content of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the program.
5. The Individual Learning Plan must be designed and implemented solely for the professional growth and development of the candidate and not for evaluation for employment purposes.
6. ***An Induction program sponsor must make available and must advise participants of an Early Completion Option for "experienced and exceptional" candidates who meet the program's established criteria.***

Early Completion Option Application *page one*

Name: _____
 District: _____
 School: _____
 Current Teaching Assignment: _____

Office Use Only	<i>Reason for <u>non- approval:</u></i>
Date Application Received: _____	
Application Approved: Yes No	
Induction Director: _____	
Date: _____	

K-12 Teaching Experience:

Years of previous teaching experience as a teacher of record (substitute teaching may not be counted) _____

Years Employed	School	District	Teaching Assignment grade(s)/subject(s)

Under which certification did you teach? Check and complete all that apply.

Certification Type	Date Issued	University or Program Name
Internship		
Short Term Staff Permit		
Provisional Internship Permit		
Preliminary		
Out of State		
Out of Country		

Requirements for Application Submission: (This process **must** be completed by 12:00 p.m. on Sept. 7)

- Enrollment Documents** - including the Participant Personal Profile and Candidate Agreement
- Early Completion Option Application** - including *Administrative Application Approval* to be completed by a District Administrator- indicating district approval for your consideration as an Early Completion Option (ECO) candidate
- ECO Commitments** - signed and dated, indicating that you have read and agree to the terms
- Formal Evaluation** (from most recent teaching experience) - indicating meeting and/or exceeding standards
- ECO 2017-18 Site Administrator Recommendation Form** - attesting to the appropriateness of your consideration as an ECO candidate, and indicating support for your participation in the ECO program
- ECO 2017-18 Intern Supervisor Recommendation Form** - attesting to the appropriateness of your consideration as an ECO candidate, and indicating support for your participation in the ECO program
- [Continuum of Teaching Practice](#)** - with the help of your mentor, complete one element of each of the six CSTP (accessible by clicking on the linked title)

TEACHER INDUCTION! PROGRAM

Early Completion Option Continuum of Teaching Practice Standards 1-6

The Induction program must assess candidate progress towards mastery of the California Standards for the Teaching Profession to support the recommendation for the clear credential.

DIRECTIONS:

The CTP is a tool for self-reflection, goal setting, and inquiry into practice. The CTPs are a means to guide teachers as they develop, refine, and extend their teaching practice.

As part of the ECO application, and with the help of your mentor, please assess your teaching practice against one element of each of the six CTPs.

Begin by reading the CTP elements. It is critical to begin on the left side of the document; any practice described to the left is carried across to those on the right. Highlight the CTP element you will address, that best describes your current teaching practice. Then turn the font **blue**, begin your response with the current month, day and year, and clearly describe your teaching practice (using evidence) which validates you being in the level you have chosen. Be sure your answers include a description of what you do and how you do it using evidence to describe your teaching practice.

The Continuum of Teaching Practice (CTP) is a self-assessment activity to be completed throughout the year in Induction, as noted in your pacing guide. Following the Pacing Guide, you will return to the CTP a second time using green font. Begin with showing the current month, day and year. Then repeat the process.

A teacher's growth is developmental, and may return to an earlier level temporarily if there are changes in a teacher's career, such as new course content, grade level, school, student demographics, responsibilities, challenges, or even a deeper understanding of the work. The CTP will also be used during the year (follow the Pacing Guide) as a tool to show a candidate's growth over time. Your mentor may give suggestions on how to move your teaching practice to the next level.

Early Completion Option Commitments

I acknowledge, understand, and agree to the following expectations during my consideration for and participation in the TCOE Teacher Induction Program Early Completion Option (ECO):

1. I acknowledge and understand that I must apply to participate to be an ECO candidate and in order to be considered, must submit the complete application and all required supporting documents by - **12:00 p.m. on September 7, 2018**.
2. I understand that I may only apply to be an ECO Candidate if I have received district approval, as verified through the ECO candidate application process.
3. I understand that as part of the ECO application, and with the help of my mentor, I will complete the Continuum of Teaching Practice ([CTP](#)), choosing one element from each of the six California Standards for the Teaching Profession (CSTP).
4. I understand that failure to turn in the completed application and supporting documentation by the application deadline will disqualify me from consideration as an ECO candidate.
5. I understand that it is my responsibility to follow protocols of professionalism when attending and participating in the TCOE Teacher Induction Program events (such as meetings and professional learning opportunities), as well as communicating with program staff.
6. I understand that as an ECO candidate, I am considered an experienced and exceptional teacher and as such, all documentation submitted to the program will reflect this high standard of professionalism.
7. I understand that the Teacher Induction Program staff will monitor my progress throughout the year to ensure that all deadlines are met and to verify that all materials submitted are of the quality expected from an ECO candidate.
8. I acknowledge that failure to fulfill any of the Teacher Induction requirements and/or responsibilities by the established dates indicated in the pacing guide could result in revoking my status as an ECO candidate, and completing the Induction program in the standard two-year timeline.
9. I understand that I will be required to complete the second year of the Induction Program if all ECO requirements are not met during the current (2018-19) school year.
10. I understand that it is my responsibility to notify my mentor, the Teacher Induction Program Director, and District Liaison should I go on any type of leave from my classroom prior to program completion. A leave of absence of 10% or more of instructional days will revoke my ECO status.
11. I understand that it is my responsibility to notify my mentor, the Teacher Induction Program Director, and District Liaison should I desire to cancel my ECO candidate status and complete Induction as a two-year program. I understand that an administrative decision will be made regarding this change of status.
12. I acknowledge, understand, and agree to observation(s) of my teaching practice by the Teacher Induction team to determine eligibility and monitor progress as an ECO candidate.

By signing below, I agree to the preceding expectations regarding my consideration for and participation in the TCOE Teacher Induction Program as an ECO candidate. I also acknowledge the following:

- I have been advised of key program components and my particular roles and responsibilities as a candidate in the TCOE Early Completion Option program.
- I have read and understand the conditions under which I may be disenrolled from the TCOE Teacher Induction Program.

Candidate's Name

Candidate's Signature

Date

Early Completion Option Application *page two*

District Application Approval

As the district administrator for a candidate in TCOE Teacher Induction Program, I understand...

- The candidate must be considered experienced and exceptional, documented by evaluations to be consideration a candidate for the Early Completion Option (ECO).
- The financial implications (\$4000 billed to district for the 2018-19 school year)

My signature below indicates district approval for _____ to submit an application for consideration as an Early Completion Option candidate in the TCOE Teacher Induction Program for the 2018-19 school year.

District Administrator Signature

Date

Candidate Application Verification

I verify that I am submitting this application and all supporting documentation for consideration as an Early Completion Option (ECO) candidate. I have read the ECO Commitments and understand my responsibilities if I am approved as an ECO candidate in the TCOE Teacher Induction Program for the 2018-19 school year.

Candidate Signature

Date

The TCOE Teacher Induction Program office must receive your completed application and all supporting documents by **12:00 p.m. on September 7, 2018**.

Documents may be submitted by:

Email: kathleenr@tcoe.org

In Person: 6200 S. Mooney Blvd.
Visalia, CA 93278

Fax: 559.733.6499

*Just south of
Mooney Grove Park*

Mail: P.O. Box 5091
Visalia, CA 93278

Applications must be completed and submitted together with all required supporting documentation by 12:00 p.m. on September 7, 2018 to be considered for review by TCOE Teacher Induction Program.

**Early Completion Option
2017-18 Site Administrator Recommendation Form**

Candidate Name	District	School
Supervisor/Administrator's Name		Date
Supervisor/Administrator's Position	Supervisor/Administrator's Email	School

Senate Bill 57 allows *experienced* and *exceptional* candidates to complete the Teacher Induction program at an accelerated pace. In order to be approved for the TCOE Early Completion Option (ECO) program, each candidate must complete the application process and meet all eligibility requirements. As part of the ECO application process, each applicant must receive a recommendation from their former Supervisor (intern program) or former Site Administrator (private or out-of-state school) verifying that the candidate has the knowledge, skills, abilities, and competencies required for the Early Completion Option. *If you, the former Supervisor/Site Administrator, have questions or concerns, please have them contact TCOE Teacher Induction at 559.733.6063.*

Evaluation and Evidence

Mark the appropriate column that best describes the candidate's skills and abilities.

California Standards for the Teaching Profession	Practice Not Consistent with Standard Expectation	Developing Beginning Practice	Maturing Beginning Practice	Experienced Practice that Exemplifies the Standard
1. Engaging and Supporting All Students in Learning				
2. Creating and Maintaining Effective Environments for Student Learning				
3. Understanding and Organizing Subject Matter for Student Learning				
4. Planning Instruction and Designing Learning Experiences for All Students				
5. Assessing Students for Learning				
6. Developing as a Professional Educator				

Yes, I recommend this candidate for the Early Completion Option.

No, I do not recommend this candidate for the Early Completion Option.

Please explain your recommendation regarding the appropriateness of placement in the ECO program for this candidate (attach as needed):

Recommending Site Administrator Signature

Date

**Early Completion Option
2017-18 Intern Supervisor Recommendation Form**

Candidate Name	District	School
Supervisor/Administrator's Name		Date
Supervisor/Administrator's Position	Supervisor/Administrator's Email	School

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Evaluation and Evidence

Mark the appropriate column that best describes the candidate's skills and abilities.

California Standards for the Teaching Profession	Practice Not Consistent with Standard Expectation	Developing Beginning Practice	Maturing Beginning Practice	Experienced Practice that Exemplifies the Standard
1. Engaging and Supporting All Students in Learning				
2. Creating and Maintaining Effective Environments for Student Learning				
3. Understanding and Organizing Subject Matter for Student Learning				
4. Planning Instruction and Designing Learning Experiences for All Students				
5. Assessing Students for Learning				
6. Developing as a Professional Educator				

Yes, I recommend this candidate for the Early Completion Option.

No, I do not recommend this candidate for the Early Completion Option.

Please explain your recommendation regarding the appropriateness of placement in the ECO program for this candidate (attach as needed):

Recommending Supervisor Signature

Date

Early Completion Option Rating Rubric				
	1	2	3	4
Continuum of Teaching Practice	Reflections are incomplete and/or missing.	Candidate provided limited responses with vague references to professional knowledge and skills. Contains grammatical, spelling, or punctuation errors.	Candidate provides adequate responses that highlight professional knowledge and skills with some evidence of reflection. Minimal grammatical, spelling, or punctuation errors.	Candidate provides substantial responses that highlight professional knowledge and skills with some evidence of reflection. No grammatical, spelling, or punctuation errors.
Former Site Administrator Recommendation Form	1 Recommendation form is incomplete and/or missing.	2 Administrator provided insufficient information.	3 Administrator provided relevant information.	4 Administrator provided substantial information.
Supervisor Recommendation Form	1 Recommendation form is incomplete and/or missing.	2 Supervisor provided insufficient information.	3 Supervisor provided relevant information.	4 Supervisor provided substantial information.
Performance Evaluation	1 Performance evaluation(s) are incomplete and/or missing	2 Incomplete evaluations and/or excessive areas of growth noted on evaluation.	3 Sufficient amount of information provided by evaluator.	4 Substantial amount of information provided by evaluator.
Application	1 Incomplete application	2	3 Complete application	4

Candidate's Name _____

District _____

Score _____