



Oxnard Union High School District

District of Scholars, Achievers, and Champions

SECTION 4000 PERSONNEL

BOARD POLICY BP 4112.21

INTERNS

The Governing Board may employ interns to fulfill the district's need for additional instructional resources and to assist future teachers in meeting state credentialing requirements by linking teaching theory with practice.

The Superintendent or designee may enter into an agreement with an accredited college or university to provide supervised teaching experiences within the district as part of a teacher preparation program. All agreements with recognized teacher or intern training institutions are to be approved by the Board. The Board of Trustees hereby authorizes the District Superintendent or designee to enter into annual student teacher or intern agreements with state approved training institutions. He/she shall ensure that the district collaborates with the college or university in the selection, placement, support, and performance assessment of interns.

The Board further delegates the authority to select student teachers or interns to the Superintendent or his designee. Recommendation for said selection shall be made with the agreement of the supervising teacher or support staff member and principal.

The Superintendent or designee shall ensure that interns employed by the district possess an appropriate internship credential from the Commission on Teacher Credentialing (CTC) and that their prior experiences and personal qualifications adequately prepare them for the responsibilities of the position.

An intern may be assigned to provide the same service as a holder of a regular credential in accordance with the authorizations specified on the internship credential.

To be assigned to teach core academic subjects, as defined in law, an intern must meet the definition of a "highly qualified" teacher adopted by the State Board of Education.

The employment classification of interns is complex. Districts should consult with legal counsel as to the appropriate terms of employment for interns.

Terms of employment for interns shall be consistent with law and the district's collective bargaining agreement, as applicable. Interns shall not displace certificated district employees.

Interns shall receive systematic supervision and guidance by qualified personnel in order to enhance their instructional skills and knowledge. The Superintendent or designee shall ensure that district staff serving as supervisors, mentor teachers, or other support providers receive appropriate training to fulfill their responsibilities and maintain frequent communication with the interns they are assigned to assist.

Interns shall be provided with ongoing feedback regarding their performance and shall be formally evaluated at least once every year in accordance with Board policy and the district's collective bargaining agreement.

The Board shall regularly evaluate the effectiveness of the program to determine whether changes are needed in the support and/or assignment of interns. The Board's evaluation shall be based on a report by the Superintendent or designee, including, but not limited to, data on

student performance in classes taught by interns, feedback from interns and supervisors, and the number of interns who successfully complete the program and obtain teaching or education specialist credentials.

Both student teachers and interns shall comply with the health examination policy of this district as it applies to certificated personnel. Student teachers, interns, and pre-interns while servicing the schools of this district, shall be responsible for their conduct and performance to the building principal.

Legal Reference:

EDUCATION CODE

| | |
|-----------------|--|
| 300-340 | English language education for immigrant children |
| 44253.3-44253.4 | Certificate to provide services to limited-English-proficient students |
| 44253.10 | Qualifications to provide specially designed academic instruction in English |
| 44259 | Minimum requirements for teaching credential |
| 44314 | Diversified or liberal arts program |
| 44321 | CTC approval of internship programs |
| 44325-44328 | District interns |
| 44339-44341 | Teacher fitness |
| 44380-44387 | Alternative certification program; increased funding for internship programs |
| 44450-44468 | Teacher Education Internship Act of 1967 (university interns) |
| 44560-44562 | Certificated Staff Mentoring Program |
| 44830.3 | Employing district interns |
| 44885.5 | District interns classified as probationary employees |
| 52055.605 | Identification of high priority schools, High Priority Schools Grant Program |

CODE OF REGULATIONS, TITLE 5

| | |
|-------------|---|
| 6100-6126 | No Child Left Behind teacher requirements |
| 13000-13017 | New Careers Program |
| 80021.1 | Provisional internship permit |
| 80055 | Internship credential |

UNITED STATES CODE, TITLE 20

| | |
|------|---------------------------------------|
| 6319 | Highly qualified teachers |
| 7801 | Definitions, highly qualified teacher |

Adopted: 03/29/78

Revised: 12/15/82; 09/08/93; 09/24/03; 10/13/10