



## SUHSD Teacher Induction Early Completion Option Process

An Early Completion Option (ECO) for the Sweetwater Union School District Induction Program allows eligible candidates that are “experienced and exceptional” to complete the professional teacher Induction requirements in a modified amount of time. This option is designed to acknowledge the skills of teachers who have five years of previous teaching experience. To be eligible, candidates must hold a Preliminary Multiple Subject, Single Subject, or Education Specialist Credential, have a minimum of five years of successful teaching experience as the teacher of record, **provide satisfactory performance evaluations**, and have a recommendation from their current administrator. This recommendation should acknowledge that the teacher would be an excellent candidate for the ECO as they exhibit the necessary organizational and time management skills needed to show growth in the California Standards for the Teaching Profession (CSTP) and to complete the program at an accelerated pace **and with decreased mentor support**.

Teacher candidates applying for the ECO should use the information below to provide further explanation about the items required as part of the Application process. Items in bold below correspond to Items 1-6 of the Application Process. ([see ECO Application](#)) The deadline for ECO is the first duty day in Quarter 2.

### **Meet all requirements for enrollment in the SUHSD Teacher Induction Program**

The Candidate must be employed by SUHSD and be enrolled in the SUHSD Induction Program.

### **Verification of a minimum of five years prior teaching experience as teacher of record**

Candidates must have and submit verification for five or more years of successful full time classroom teaching experience, as a teacher of record in a PreK-12 teaching assignment (excludes internships, student teaching, shared teaching, or substitute teaching).

Verification of this employment is required from Human Resources or an Administrator on the school letterhead with name, years of teaching, and brief description of teaching position(s). Note: Current employer cannot provide verification of prior employment; ie. candidates must supply Verification of Employment from each separate employer listed.

### **Demonstration of exceptional teaching practice evidenced by evaluations; NOT Letters of Recommendations**

Originals or photocopies of the teacher’s performance evaluations for at least three years of teaching on which ratings of ‘satisfactory’ or better were received must be submitted. The focus is on demonstrating exceptional teaching practice with evidence that meets or exceeds standards-based evaluation criteria from previous teaching assignments. The evaluation speaks to elements of the CSTP Standards 1-6. (Must be within the last five years.) If the applicant is from out of state, then the evaluation needs to correlate to CSTP Standards 1-6. Classroom visits/observations or pre-observations, plans for professional growth, self-assessments, self-reflections, or personal reviews do not meet the criteria for performance evaluations and will not be accepted.

Individuals who were not evaluated or who cannot obtain photocopies of their evaluations may provide a supplemental evaluation letter(s) signed by their former principal or superintendent in lieu of actual performance evaluations. The supplemental letter must cover at least three separate years of full-time teaching and verify that the individual’s performance in the following areas was “satisfactory” or better:

1. The use of teaching strategies that motivate all students to engage in the learning process
2. The ability to establish and maintain high standards for student behavior
3. A demonstration of deep knowledge of the subject being taught and the use of appropriate instructional strategies that promote student understanding

4. An ability to plan and implement a sequence of appropriate instructional activities and use of assessment to drive instruction
5. Demonstrating differentiated/UDL instruction and support for a diverse student population.

Each evaluation or performance letter must be completed, dated and signed by the appropriate school or school district administrator.

#### **Held an educational leadership role(s) in the past 5 years**

Candidates are required to provide documentation of a leadership role they have participated in. This could include, but is not limited to, developing and providing professional development to teachers and/or paraprofessionals at your site or district, being a team lead, organizing and managing a professional cohort for the purpose of professional development, and/or coordinating a site or district learning event.

#### **Recommendation from current Principal and current Program Specialist (latter only for Education Specialist)**

Candidates are required to obtain a letter of recommendation from their current principal verifying exceptional classroom management, creation and delivery of standards based and equitable lessons, evidence of student learning, and demonstration of reflective practices.

Education Specialist Teacher Candidates are required to obtain a letter of recommendation from their current Program Specialist verifying caseload management, data collection procedures, and use of rigorous academic material.

It is recommended that you give your principal and program specialist an appropriate amount of time to write the letter and consider using the explanation [linked here](#) as an introduction.

#### **Observation and Recommendation from a SUHSD Induction representative (based on actual observation evidence)**

If a candidate has successfully submitted the initial application (Items 1-5), the final component is an observation conducted by either a SUHSD Teacher Induction Program Staff or the Program Manager. The observation should be a typical lesson; however, please also be aware the lesson will be evaluated using the [CSTP-based rubric linked here](#). The lesson should therefore have clear elements of instructional design and demonstrate Integrating and Innovating developmental levels for CSTP standard 1 and 2 (see [Continuum of Teaching Practice](#)).

Before considering ECO, it is important to that the teacher candidate understands that as a teacher with a preliminary credential that they are entitled to two years of mentoring support and by choosing the ECO path, they will receive less than two years of support to complete the Individualized Learning Plan (ILP), teacher inquiry processes, and other related credential evidence documentation required for the SUHSD Induction Program completion. They will only be eligible for SUHSD Induction University credit for one year instead of units for two years of participation. The individually designed Induction Learning Plan will be based on evidence presented in the ECO Application and the candidate is responsible for the execution of their SUHSD Induction ILP. If the candidate fails to meet the requirements of their SUHSD Induction ILP in a timely fashion, they will be responsible to meet the standard requirements of the full two-year Teacher Induction Program. It is the teacher candidate's responsibility to understand their SUHSD Induction ILP requirements, to gather evidence and provide documentation of completion through use of the Inquiry tools, activity logs, credential evidence requirements, and other documentation as needed. Finally, they will understand that they will participate in periodic reviews and that progress toward completion of their plan will be monitored by the SUHSD Teacher Induction Program. It is their responsibility to contact the SUHSD Induction office should they have questions or concerns regarding program completion. ([see ECO Agreement](#))